

City of Laredo
Purchasing Division
RENEWAL NOTICE

January 29, 2024

Mr. Chris Carroll
Tims South Texas
6113 State Highway 359
Laredo, Texas 78043

Re: Trailer Repairs for Small & Medium Size Trailers
Contract FY21-038
Extension III

Dear Mr. Carroll,

This is to inform you that the contract FY21-038 for the supply of OEM captive parts and services for the City's small/medium trailers for the Fleet Department which was approved by City Council on March 29, 2021 is up for renewal. The term of this contract shall be for a period of twelve months. This is the last extension period for this contract. Your company is currently the secondary vendor for this contract.

Current Pricing:

Description	Hourly Rate
Trailer Repairs for Small/Medium Trailers	
Standard Shop Labor Rate	\$ 70.00 Per Hour
Diagnostic Shop Labor Rate	\$ 70.00 Per Hour

If there are any questions regarding this renewal notice, please feel free to call me at (956) 794-1733.

Sincerely,


Enrique Aldape III
Interim Purchasing Agent

Xc: Purchasing File

Tims South Texas	
Request a contract extension: ☐	Do not request a contract extension: ☒
Authorized Signature: 	
Print Name: <u>Chris Carroll</u>	
Date: <u>1/29/24</u>	

City of Laredo - Purchasing Division, 5512 Thomas Ave., Laredo, Texas 78041
Phone (956) 794-1733 Fax 790-1805



**City of Laredo
Purchasing Division
RENEWAL NOTICE**

January 29, 2024

Mr. Juan Gomez
Laredo Mechanical Industrial Services, Inc.
121 Ranch Road 6086 C
Laredo, Texas 78043

Re: Trailer Repairs for Small & Medium Size Trailers
Contract FY21-038
Extension III

Dear Mr. Gomez,

This is to inform you that the contract FY21-038 for the supply of OEM captive parts and services for the City's small/medium trailers for the Fleet Department which was approved by City Council on March 29, 2021 is up for renewal. The term of this contract shall be for a period of twelve months. This is the ~~second of three~~ *last* extension periods. Your company is currently the primary vendor for this contract.

Current Pricing:

Description	Hourly Rate
Trailer Repairs for Small/Medium Trailers	
Standard Shop Labor Rate	\$ 70.00 Per Hour
Diagnostic Shop Labor Rate	\$ 0.00 (No Charge)

If there are any questions regarding this renewal notice, please feel free to call me at (956) 794-1733.

Sincerely,

Enrique Aldape III
Interim Purchasing Agent

Xc: Purchasing File

Laredo Mechanical Industrial Services	
Request a contract extension: ☒	Not request a contract extension: ☐
Authorized Signature:	
Print Name: <u>JUAN ENRIQUE GONZALEZ</u>	
Date: <u>1/31/2024</u>	



City of Laredo
Purchasing Division
LETTER OF AWARD

March 21, 2023

Mr. Chris Carroll
Tims South Texas
6113 State Highway 359
Laredo, Texas 78043

Re: Trailer Repairs for Small & Medium Size Trailers
Contract FY21-038
Extension II

Dear Mr. Carroll,

This is to inform you that the contract renewal FY21-038 for the supply of OEM captive parts and services for the City's small/medium trailers for the Fleet Department was approved by City Council on March 20, 2023. The term of this contract shall be for a period of twelve months. This is the second of three extension periods. Your company is the secondary vendor.

Current Pricing:

Description	
Trailer Repairs for Small/Medium Trailers	Hourly Rate
Standard Shop Labor Rate	\$ 70.00 Per Hour
Diagnostic Shop Labor Rate	\$ 70.00 Per Hour

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

Sincerely,

Miguel A. Pescador
Purchasing Agent

Xc: Purchasing File



**City of Laredo
Purchasing Division
LETTER OF AWARD**

March 21, 2023

Mr. Juan Gomez
Laredo Mechanical Industrial Services, Inc.
121 Ranch Road 6086 C
Laredo, Texas 78043

Re: Trailer Repairs for Small & Medium Size Trailers
Contract FY21-038
Extension II

Dear Mr. Gomez,

This is to inform you that the contract renewal FY21-038 for the supply of OEM captive parts and services for the City's small/medium trailers for the Fleet Department was approved by City Council on March 20, 2023. The term of this contract shall be for a period of twelve months. This is the second of three extension periods. Your company is the primary vendor.

Current Pricing:

Description	
Trailer Repairs for Small/Medium Trailers	Hourly Rate
Standard Shop Labor Rate	\$ 70.00 Per Hour
Diagnostic Shop Labor Rate	\$ 0.00 (No Charge)

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

Sincerely,

Miguel A. Pescador
Purchasing Agent

Xc: Purchasing File

City Council-Regular

Meeting Date: 03/20/2023

Initiated By: Riazul Mia, Assistant City Manager

Staff Source: Ronald W. Miller, Fleet Department Director; Jose F. Casillo, Interim Finance Department Director, Miguel A. Pescador, Purchasing Agent

SUBJECT

Consideration to amend and renew annual parts/labor contract FY21-038 (Outside Trailer Repair Contract) by 25% for small and medium size trailers with:

Section I: (Outside Trailer Repairs): Laredo Mechanical Industry, Laredo, Texas, for an amount increase of \$10,000.00 and a renewable contract total amount of \$50,000.00 (Primary Vendor);

Section II: (Outside Trailer Repairs): Tims South Texas, Laredo, Texas, for an amount increase of \$7,500.00 and a renewable contract total amount of \$37,500.00 (Secondary Vendor).

All trailer repairs will be done at the vendor's shop and will be secured on an as needed basis. The contract amendment is due to an increase in trailer repairs during the last extension period. The term of this contract shall be for a period of one year beginning as of the date of its execution and is contingent upon the availability of appropriated funds. There was no price increase during the last extension period. This contract can be renewed for one additional one year extension period, upon mutual agreement of the parties. Funding is available in the Fleet Maintenance Budget.

VENDOR INFORMATION FOR COMMITTEE AGENDA

None.

PREVIOUS COUNCIL ACTION

Approved a one-year contract on 3/21/22.

BACKGROUND

This contract establishes parts/labor pricing for trailer repair services for the Fleet Department. Laredo Mechanical Industry is currently the Primary Vendor and Tims South Texas, is the Secondary Vendor for this contract. The contract amendment is due to an increase in trailer repairs during the last extension period. There was no price increase during the last extension period. This is the second of three extension periods. All trailer repairs shall be done at the local vendors shop.

The term of this contract shall be for a period of one (1) year beginning as of the date of its execution. The contract may be extended for one, additional one (1) year period. Should the vendor desire to extend the contract for the additional one-year period, it must so notify the City in writing no later than sixty (60) days before the expiration of the prior term. Such notification shall be effective upon actual receipt by the City. Renewals shall be in writing and signed by the City's Purchasing Manager & City Manager or his designee, without further action by the Laredo City Council, subject to and contingent upon appropriation of funding therefore. All annual contracts shall be subject to the terms of the bid documents. The City shall also have the right to extend this contract under the same terms and conditions beyond the original term or any renewal thereof, on a month to month basis, not to exceed 3 months. Said month to month extensions shall be in writing, signed by the City's Purchasing Manager & City Manager or his designee, and shall not require City Council approval, subject to and contingent upon appropriation of funding therefore. The City reserves the right to renew or rebid this contract, if the appropriated funds initially approved by City Council are exhausted before the contract expiration date. This contract shall be the responsibility of and administered by the vendor and the City of Laredo Fleet Department.

Current Contract Pricing:

	Laredo Mechanical Ind.	Tims South Texas
Trailer Repairs for small medium size trailers. (Electrical, suspension, braking system, flooring repairs) ***Trailer bands vary from Maxey, P.J. Trailer, and Pace, Parker, S.W. Goose neck and Top Hat.	Hourly Labor Rate	Hourly Labor Rate
Standard Shop Labor Rate	\$ 70.00	\$ 70.00
Diagnostic Shop Labor Rate	\$ 0.00 (No Charge)	\$ 70.00
Parts Price Schedule: The City reserves the right to supply parts. If parts are requested, aftermarket parts may be acceptable on a case by case basis. Percent of discount offered. Percentage Discount	0%	0%
	Primary Vendor	Secondary Vendor

	Laredo Mechanical Ind.	Tims South Texas
Current Contract Amount	\$ 40,000.00	\$ 30,000.00
25% Increase	\$ 10,000.00	\$ 7,500.00
Revised Contract Amount	\$ 50,000.00	\$ 37,500.00

A complete bid tabulation is attached.

COMMITTEE RECOMMENDATION

None.

STAFF RECOMMENDATION

It is recommended that these contracts be amended and renewed.

Fiscal Impact

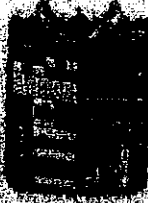
Fiscal Year: 2023
Budgeted Y/N?: Y
Source of Funds: Fleet Maintenance Fund
Account #: 593-2810-533-2072
Change Order: Exceeds 25% Y/N:

FINANCIAL IMPACT:

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

Attachments

Bid Tab FY21-038
FY21-038 Contracts



City of Laredo
Purchasing Division
RENEWAL NOTICE

February 21, 2023

Mr. Chris Carroll
Times South Texas
6113 State Highway 359
Laredo, Texas 78043

Re: Trailer Repairs for Small & Medium Size Trailers
Contract FY21-038
Extension II

Dear Mr. Carroll,

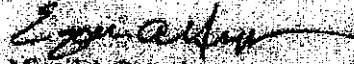
This is to inform you that the renewal for contract LRY21-038 for the supply of OEM captive parts and services for the City's small/medium trailers for the Fleet Department which was approved by City Council on March 29, 2021 is up for renewal. The term of this contract shall be for a period of twelve months. This is the second of three extension periods. Your company is currently the secondary vendor for this contract.

Current Pricing:

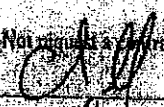
Description	Hourly Rate
Trailer Repairs for Small/Medium Trailers	
Standard Shop Labor Rate	\$ 70.00 Per Hour
Diagnostic Shop Labor Rate	\$ 70.00 Per Hour

If there are any questions regarding this renewal notice, please feel free to call me at (956) 794-1731.

Sincerely,


Miguel A. Pascador
Purchasing Agent

Xo: Purchasing File

Times South Texas	
Request a contract extension:	☒ Yes ☐ No
Authorized Signature:	
Print Name:	Chris Carroll
Date:	2/27/23



**City of Laredo
Purchasing Division
RENEWAL NOTICE**

February 21, 2023

Mr. Juan Gomez
Laredo Mechanical Industrial Services, Inc.
121 Ranch Road 6086 C
Laredo, Texas 78043

Re: Trailer Repairs for Small & Medium Size Trailers
Contract FY21-038
Extension II

Dear Mr. Gomez,

This is to inform you that the renewal for contract FY21-038 for the supply of OEM captive parts and services for the City's small/medium trailers for the Fleet Department which was approved by City Council on March 29, 2021 is up for renewal. The term of this contract shall be for a period of twelve months. This is the second of three extension periods. Your company is currently the primary vendor for this contract.

Current Pricing:

Description	Hourly Rate
Trailer Repairs for Small/Medium Trailers	
Standard Shop Labor Rate	\$ 70.00 Per Hour
Diagnostic Shop Labor Rate	\$ 0.00 (No Charge)

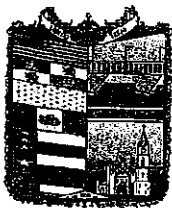
If there are any questions regarding this renewal notice, please feel free to call me at (956) 794-1731

Sincerely,


Miguel A. Pescador
Purchasing Agent

Xc: Purchasing File

Laredo Mechanical Industrial Services	
Request a contract extension: ☒	Not request a contract extension: ☐
Authorized Signature: 	
Print Name: JUAN ENRIQUE GONZALEZ	
Date: 2/21/2023	



City of Laredo
Purchasing Division
LETTER OF AWARD

March 22, 2022

Mr. Juan Gomez
Laredo Mechanical Industrial Services, Inc.
121 Ranch Road 6086 C
Laredo, Texas 78043

Re: Trailer Repairs for Small & Medium Size Trailers
Contract FY21-038
Extension I

Dear Mr. Gomez,

This is to inform you that the contract renewal FY21-038 for the supply of OEM captive parts and services for the City's small/medium trailers for the Fleet Department was approved by City Council on March 21, 2022. The term of this contract shall be for a period of twelve months. This is the first of three extension periods. Your company is the primary vendor.

Current Pricing:

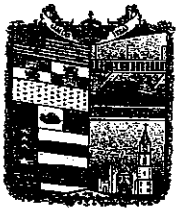
Description	Hourly Rate
Trailer Repairs for Small/Medium Trailers	
Standard Shop Labor Rate	\$ 70.00 Per Hour
Diagnostic Shop Labor Rate	\$ 0.00 (No Charge)

If there are any questions regarding this authorization, please feel free to call me at (956) 794-1731

Sincerely,

Miguel A. Pescador
Purchasing Agent

Xc: Purchasing File



City of Laredo
Purchasing Division
LETTER OF AWARD

March 22, 2022

Mr. Chris Carroll
Tims South Texas
6113 State Highway 359
Laredo, Texas 78043

Re: Trailer Repairs for Small & Medium Size Trailers
Contract FY21-038
Extension I

Dear Mr. Carroll,

This is to inform you that the contract renewal FY21-038 for the supply of OEM captive parts and services for the City's small/medium trailers for the Fleet Department was approved by City Council on March 21, 2022. The term of this contract shall be for a period of twelve months. This is the first of three extension periods. Your company is the secondary vendor.

Current Pricing:

Description	Hourly Rate
Trailer Repairs for Small/Medium Trailers	
Standard Shop Labor Rate	\$ 70.00 Per Hour
Diagnostic Shop Labor Rate	\$ 70.00 Per Hour

If there are any questions regarding this authorization, please feel free to call me at (956) 794-1731

Sincerely,

Miguel A. Pescador
Purchasing Agent

Xc: Purchasing File

City Council-Regular

Meeting Date: 03/21/2022

Initiated By: Riazul Mia, Assistant City Manager

Staff Source: Ronald W. Miller, Fleet Department Director; Miguel A. Pescador, Purchasing Agent

SUBJECT

Consideration to renew annual parts/labor contract FY21-038 (Outside Trailer Repair Contract) for small and medium size trailers with:

1. Section I: (Outside Trailer Repairs): Laredo Mechanical Industry, Laredo, Texas, in an amount up to \$40,000.00 (Primary Vendor);
2. Section II: (Outside Trailer Repairs): Tims South Texas, Laredo, Texas, in an amount up to \$30,000.00 (Secondary Vendor)

All trailer repairs will be done at the vendor's shop and will be secured on an as-needed basis. The term of this contract shall be for a period of one (1) year beginning as of the date of its execution and is contingent upon the availability of appropriated funds. There was no price increase during the last extension period. This contract can be renewed for two (2) additional one (1) year extension periods, upon mutual agreement of the parties. Funding is available in the Fleet Maintenance Budget.

VENDOR INFORMATION FOR COMMITTEE AGENDA

None.

PREVIOUS COUNCIL ACTION

Approved a one year contract on 3/29/21.

BACKGROUND

This contract establishes parts/labor pricing for trailer repair services for the Fleet Department. Laredo Mechanical Industry is currently the Primary Vendor and Tims South Texas, is the Secondary Vendor for this contract. There was no price increase during the last extension period. This is the first of three extension periods. All trailer repairs shall be done at the local vendors shop.

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

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

Current Contract Pricing:

	Laredo Mechanical Ind.	Tims South Texas
Trailer Repairs for small medium size trailers. (Electrical, suspension, braking system, flooring repairs) ***Trailer bands vary from Maxey, P.J. Trailer, and Pace, Parker, S.W. Goose neck and Top Hat.	Hourly Labor Rate	Hourly Labor Rate
Standard Shop Labor Rate	\$ 70.00	\$ 70.00
Diagnostic Shop Labor Rate	\$ 0.00 (No Charge)	\$ 70.00
Parts Price Schedule: The City reserves the right to supply parts. If parts are requested, aftermarket parts may be acceptable on a case by case basis. Percent of discount offered. Percentage Discount	0%	0%
	Primary Vendor	Secondary Vendor

A complete bid tabulation is attached.

COMMITTEE RECOMMENDATION

None.

STAFF RECOMMENDATION

It is recommended that these contracts be renewed.

Fiscal Impact

Fiscal Year: 2022
Budgeted Y/N?: Y
Source of Funds: Fleet Maintenance Fund
Account #: 593-2810-533-2072
Change Order: Exceeds 25% Y/N:

FINANCIAL IMPACT:

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

Attachments

Bid Tab FY21-038
Contracts FY21-038



City of Laredo
Purchasing Division
RENEWAL NOTICE

February 25, 2022

Mr. Chris Carroll
Tims South Texas
6113 State Highway 359
Laredo, Texas 78043

Re: Trailer Repairs for Small & Medium Size Trailers
Contract FY21-038
Extension I

Dear Mr. Carroll,

This is to inform you that the renewal for contract FY21-038 for the supply of OEM captive parts and services for the City's small/medium trailers for the Fleet Department which was approved by City Council on March 29, 2021 is up for renewal. The term of this contract shall be for a period of twelve months. This is the first of three extension periods. Your company is currently the secondary vendor for this contract.

Current Pricing:

Description	Hourly Rate
Trailer Repairs for Small/Medium Trailers	
Standard Shop Labor Rate	\$ 70.00 Per Hour
Diagnostic Shop Labor Rate	\$ 70.00 Per Hour

If there are any questions regarding this renewal notice, please feel free to call me at (956) 794-1731

Sincerely,

Miguel A. Pascador
Purchasing Agent

Xc: Purchasing File

Tims South Texas	
Request a contract extension: ☒	Not request a contract extension: ☐
Authorized Signature:	
Print Name: <u>Chris Carroll</u>	
Date: <u>2/25/22</u>	

City of Laredo - Purchasing Division, 5512 Thomas Ave., Laredo, Texas 78041
Phone (956) 794-1733 Fax 790-1805



**City of Laredo
Purchasing Division
RENEWAL NOTICE**

February 23, 2022

Mr. Juan González
Laredo Mechanical Industrial Services, Inc.
121 Ranch Road 6086 C
Laredo, Texas 78043

Re: Trailer Repairs for Small & Medium Size Trailers
Contract FY21-038
Extension I

Dear Mr. Gomez,

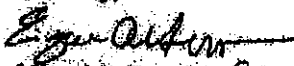
This is to inform you that the renewal for contract FY21-038 for the supply of OEM captive parts and services for the City's small/medium trailers for the Fleet Department which was approved by City Council on March 29, 2021 is up for renewal. The term of this contract shall be for a period of twelve months. This is the first of three extension periods. Your company is currently the primary vendor for this contract.

Current Pricing:

Description	Hourly Rate
Trailer Repairs for Small/Medium Trailers	
Standard Shop Labor Rate	\$ 70.00 Per Hour
Diagnostic Shop Labor Rate	\$ 0.00 (No Charge)

If there are any questions regarding this renewal notice, please feel free to call me at (956) 794-1731

Sincerely,


Miguel A. Escudor
Purchasing Agent

Xc: Purchasing File

Laredo Mechanical Industrial Services	
Request a contract extension: ☒	Not request a contract extension: ☐
Authorized Signature: 	
Print Name: <u>JUAN F. GONZALEZ</u>	
Date: <u>2/24/2022</u>	

City of Laredo - Purchasing Division, 5512 Thomas Ave., Laredo, Texas 78041
Phone (956) 794-1733 Fax 794-1805



**City of Laredo
Purchasing Division
LETTER OF AWARD**

March 30, 2021

Mr. Chris Carroll
Tims South Texas
6113 State Highway 359
Laredo, Texas 78043

Re: Trailer Repairs for Small & Medium Size Trailers
Contract FY21-038

Dear Mr. Carroll,

This is to inform you that the contract FY21-038 for the supply of OEM captive parts and services for the City's small/medium trailers for the Fleet Department was approved by City Council on March 29, 2021. The term of this contract shall be for a period of twelve months. This contract has three extension periods. Your company is the secondary vendor.

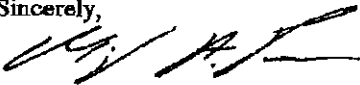
Current Pricing:

Description	Hourly Rate
Trailer Repairs for Small/Medium Trailers	
Standard Shop Labor Rate	\$ 70.00 Per Hour
Diagnostic Shop Labor Rate	\$ 70.00 Per Hour

Statutory Requirement to File Form 1295:

Texas Government Code Section 2252.908 and the Texas Ethics Commission ("TEC") Rules require certain business entities to submit a Form 1295 to certain governmental entities in Texas in connection with certain contracts, including bond purchase agreements that fit within the scope of the law. Failure to submit 1295 within 10 business days can result in cancellation of this contract. I have attached the link for form 1295 which must be completed and submitted electronically to the State of Texas Ethics Commission. https://www.ethics.state.tx.us/whatsnew/FAQ_Form1295.html. You can scan and email a copy to mpescador@ci.laredo.tx.us If there are any questions regarding this authorization, please feel free to call me at (956) 794-1731

Sincerely,


Miguel A. Pescador
Purchasing Agent

Xc: Purchasing File



**City of Laredo
Purchasing Division
LETTER OF AWARD**

March 30, 2021

Mr. Juan Gomez
Laredo Mechanical Industrial Services, Inc.
121 Ranch Road 6086 C
Laredo, Texas 78043

Re: Trailer Repairs for Small & Medium Size Trailers
Contract FY21-038

Dear Mr. Gomez,

This is to inform you that the contract FY21-038 for the supply of OEM captive parts and services for the City's small/medium trailers for the Fleet Department was approved by City Council on March 29, 2021. The term of this contract shall be for a period of twelve months. This contract has three extension periods. Your company is the primary vendor.

Current Pricing:

Description	Hourly Rate
Trailer Repairs for Small/Medium Trailers	
Standard Shop Labor Rate	\$ 70.00 Per Hour
Diagnostic Shop Labor Rate	\$ 0.00 (No Charge)

Statutory Requirement to File Form 1295:

Texas Government Code Section 2252.908 and the Texas Ethics Commission ("TEC") Rules require certain business entities to submit a Form 1295 to certain governmental entities in Texas in connection with certain contracts, including bond purchase agreements that fit within the scope of the law. Failure to submit 1295 within 10 business days can result in cancellation of this contract. I have attached the link for form 1295 which must be completed and submitted electronically to the State of Texas Ethics Commission. https://www.ethics.state.tx.us/whatsnew/FAQ_Form1295.html. You can scan and email a copy to mpescador@ci.laredo.tx.us If there are any questions regarding this authorization, please feel free to call me at (956) 794-1731

Sincerely,


Miguel A. Pescador
Purchasing Agent

Xc: Purchasing File

City Council-Regular

Meeting Date: 03/29/2021

Initiated By: Riazul Mia, Assistant City Manager

Staff Source: Ronald W. Miller, Fleet Department Director, Miguel A. Pescador, Purchasing Agent

SUBJECT

Consideration to award annual parts/labor contract FY21-038 (**Outside Trailer Repair Contract**) for small and medium size trailers to:

1. Section I: (**Outside Trailer Repairs**): Laredo Mechanical Industry, Laredo, Texas, in an amount up to \$40,000.00 (Primary Vendor);
2. Section I: (**Outside Trailer Repairs**): Tims South Texas, Laredo, Texas, in an amount up to \$30,000.00 (Secondary Vendor)

All trailer repairs will be done at the vendors shop and will be secured on an as-needed basis. The term of this contract shall be for a period of one (1) year beginning as of the date of its execution and is contingent upon the availability of appropriated funds. This contract can be renewed three (3) additional one (1) year extension periods, upon mutual agreement of the parties. Funding is available in the Fleet Maintenance budget.

VENDOR INFORMATION FOR COMMITTEE AGENDA

None.

PREVIOUS COUNCIL ACTION

None.

BACKGROUND

The City received two bids through Cit-E-Bid for awarding a parts/labor contract for outside trailer repair services for the Fleet Department. Staff has reviewed the bids and is recommending that Section I be awarded to Laredo Mechanical Industry as a Primary Vendor and Tims South Texas, as a Secondary Vendor. All trailer repairs shall be done at the local vendors shop.

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

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

Bid Summary:

	Laredo Mechanical Ind.	Tims South Texas
Trailer Repairs for small medium size trailers. (Electrical, suspension, braking system, flooring repairs) ***Trailer bands vary from Maxey, P.J. Trailer, and Pace, Parker, S.W. Goose neck and Top Hat.	Hourly Labor Rate	Hourly Labor Rate
Standard Shop Labor Rate	\$ 70.00	\$ 70.00
Diagnostic Shop Labor Rate	\$ 0.00 (No Charge)	\$ 70.00
Parts Price Schedule: The City reserves the right to supply parts. If parts are requested, aftermarket parts may be acceptable on a case by case basis. Percent of discount offered. Percentage Discount	0%	0%
	Primary Vendor	Secondary Vendor

A complete bid tabulation is attached.

COMMITTEE RECOMMENDATION

None.

STAFF RECOMMENDATION

It is recommended that these contracts be approved.

Fiscal Impact

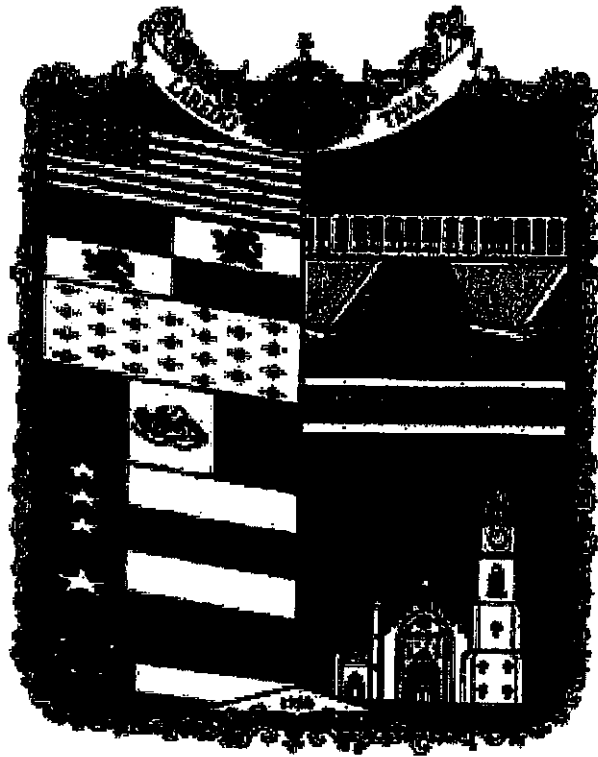
Fiscal Year: 2021
Budgeted Y/N?: Y
Source of Funds: Fleet Maintenance Fund
Account #: 593-2810-533-2072
Change Order: Exceeds 25% Y/N:

FINANCIAL IMPACT:

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

Attachments

FY21-038 Contracts
Bid Tab FY21-038



FY21-038 Addendum 1 Tims South Texas Supplier Response

Event Information

Number: FY21-038 Addendum 1
Title: FY21-038 Trailer Repairs For Small & Medium Size Trailers
Type: Request For Bid
Issue Date: 1/21/2021
Deadline: 2/22/2021 05:00 PM (CT)
Notes: MANUAL BID DROP-OFF PROCEDURES

NOTE: Manual Bids will only be accepted the first 45 minutes of the hour before they are due. For example, if bid is due at 4:00, bids will only be accepted between 3:00 and 3:45 p.m.

1. Please make sure that the bid is in a sealed envelope marked with

the following:

- Name of Bid
- Name of Company submitting Bid
- Address of Company submitting Bid

1.Place Bid Envelope on table right inside the door on the Houston Street side of City Hall. The receptionist will call the City Secretary's office to pick up.

2.If you need a copy of the time-stamped envelope, you will need to wait outside until we pick the envelope up, go back up to the 3rd floor to time-stamp the envelope, make a copy of it and bring it back to you.

Thank you for your understanding and help at this time of trying to stay healthy and safe.

City Secretary's Office

Contact Information

Contact: Enrique Aldape III
Address: Purchasing Division
Public Works Service Center
5512 Thomas Avenue
Laredo, TX 78041
Phone: 956 (794) 1733
Fax: 956 (790) 1805
Email: ealdape@ci.laredo.tx.us

Times South Texas Information

Contact: CHRIS CARROLL
Address: 6113 STATE HWY 359
LAREDO, TX 78043
Phone: (956) 728-1000
Fax: (956) 728-0360
Email: CHRIS.C@TIMSSOUTHTEXAS.COM

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

chris carroll

Signature

Submitted at 1/22/2021 8:37:32 AM

CHRIS.C@TIMSSOUTHTEXAS.COM

Email

Bid Attributes

1 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".

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

Times South Texas, Chris Carroll 956-728-1000

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

8 years

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

N/A

5 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.

6 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?

N/A

7 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?

N/A

8 State if the Company is a certified minority business enterprise

This company is not a certified minority business

9 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/conflictforms.htm>. The City of Laredo officials who come within Chapter 176 of the Local Government Code relating to filing of Conflicts of Interest Questionnaire (Form CIQ) include: 1. Mayor 2. Council Members 3. City Manager 4. Members of the Fire Fighters and Police Officers Civil Service Commission. 5. Members of the Planning and Zoning Commission. 6. Members of the Board of Adjustments 7. Members of the Building Standards Board 8. Parks & Leisure Advisory Committee Member, 9. Historic District Land Board Member, 10. Ethics Commission Board Member, 11. The Board of Commissioners of the Laredo Housing Authority 12. The Executive Director of the Laredo Housing Authority 13. Any other City of Laredo decision making board member If additional information is needed please contact Miguel A. Pescador, Purchasing Agent at 956-794-1731.

Conflict of Interest Questionnaire Form CIQ

For vendor or other person doing business with local governmental entity. This questionnaire reflects changes made to the law by H.B. 1491, 80th Leg., Regular Session. This questionnaire is being filed in accordance with Chapter 176, Local Government Code by a person who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the person meets requirements under Section 176.006(a). By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the person becomes aware of facts that require the statement to be filed. See Section 176.006, Local Government Code. A person commits an offense if the person knowingly violates Section 176.006, Local Government Code. An offense under this section is a Class C misdemeanor.

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

Disclosure Form

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

This is a

New Submission

1	4	Question 1. Name of person submitting this disclosure form Please include First Name, Middle Initial, Last Name and Suffix (if applicable) Mr. Chris Carroll
1	5	Question 2. Contract Information Please include the following: a)Contract or Project Name b)Originating Department fy21-038
1	6	Question 3. Name of individual(s) or entity(ies) seeking a contract with the city (i.e. parties to the contract) Tims South Texas
1	7	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. Not Applicable
1	8	Question 4. List any business entity(ies) that is a partner, parent, subsidiary business entity(ies) of the individual or entity listed in Question 3 If you selected Not Applicable on Question 4, skip this section. If it applies to you, please list the name of partner, parent, or subsidiary business entity(ies) in this section. N/A
1	9	Question 5. List any individuals or entities that will be subcontractors on this contract Not Applicable
2	0	Question 5. List any individuals or entities that will be subcontractors on this contract If you selected Not Applicable on Question 5, please skip this section. If it applies to you, please list subcontractors in this section. N/A
3	1	Question 6. List any attorneys, lobbyists, or consultants that have been retained to assist in seeking this contract Not Applicable
2	2	Question 6. List any attorneys, lobbyists, or consultants that have been retained to assist in seeking this contract If selected Not Applicable on question 6, please skip this section. If it applies to you, please list attorneys, lobbyists, or consultants that have been retained to assist in seeking this contract. N/A

Question 7. Disclosure of political contributions

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 or 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/officer 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)

Not Applicable

Question 7. Disclosure of political contributions

If you selected Not Applicable on question 7, please skip this section. If it applies to you, please list all contributors in this section.

No response

Updates on contributions required

Information regarding contributions must be updated by submission of a revised form from the date of the submission of this form, up through the time City Council takes action on the contracts identified in response to Question 2 and continuing for 30 calendar days after the contract has been awarded.

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

8. Disclosure of Conflict of Interest

If you selected I am aware of conflict of interest in question 8, please list them in this section.

No response

Question 9. Updates Required

I understand that this form must be updated by submission of a revised form if there is any change in the information before the discretionary contract is the subject of action by the City Council, and no later than five (5) business days after any changes has occurred, whichever comes first. This includes 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

Question 10. No Contract with City Officials or Staff during Contract Evaluation

I understand that a person or entity who seeks or applies for city contract or any other person acting on behalf of that person or entity is prohibited from contacting city officials and employees regarding the contract after a Request for Proposal (RFP), Request for Qualifications (RFQ), or other solicitation has been released. This 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

30	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
31	Question 11. Oath Please complete in this section the required information for your company: 1) Name 2) Title 3) Company or DBA 4) Date Chris Carrol, Manager, Tims South Texas 01/22/21
32	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
33	Company Information Questionnaire ☐ I have completed this section
34	Conflict of Interest Questionnaire ☐ I have completed this section
35	Non-Collusive Affidavit ☐ I have completed and included this form
36	Discretionary Contracts Disclosure ☐ I have completed this section

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Certificate of Interested Parties (Form 1295)

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

☐ I will comply with this form

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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.

(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.
- (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, 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), or up to ninety (90) days. An extension to hold bid pricing for actual quantity bids may be requested by the City.

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

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

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

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

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

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

8.0 BIDDER DISCOUNTS

(a) Percent discounts within a certain period of time will be accepted but cannot be used in the bid evaluation. The period of the discount offered should be sufficient to permit payments within such period in the regular course of business by the City of Laredo.

(b) In connection with any discounts offered, time will be computed from the date of receipt of supplies or service or from the date a correct invoice is received, whichever is the later date. Payment is deemed to be made on the date the check is mailed.

9.0 INTENT OF CONTRACT a) ANNUAL SUPPLY/SERVICE CONTRACTS: This contract does not commit the City to purchase the quantities indicated. The quantities are estimates and are based on the best available information. The purpose of this contract is to establish prices for the commodities or services needed, should the City need to purchase these commodities or services. Since the quantities are estimates, the City may purchase more than the estimated quantities, less than the estimated quantities, or not purchase any quantities at all. The needs of the City shall govern the amount that is purchased. All annual contracts shall be 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 bidder or bidders and based the evaluation factors listed in the request for bid document, and in accordance to the provisions of Chapters 252 and 271 of the State of Texas – Local Government Code. **There will be one primary vendor and one secondary vendor.**

(b) The City reserves the right to accept any item or group of items in the bid specifications, unless the bidder qualifies its 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) 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.

(e) 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".

(f) 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.

(g) 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.

11.0 PAYMENT & INVOICING

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

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

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

I Agree to the Terms and Conditions

3- Insurance Terms and Conditions

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

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

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

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

(d) Professional Liability, Errors & Omissions coverage, with minimum limits of \$1,000,000 per claim/ \$2,000,000 annual aggregate. This coverage must be maintained for at least two years after the project is completed. If coverage is written on a claims-made basis, a policy retroactive date equivalent to the inception date of the contract (or earlier) must be maintained during the full term of the contract.

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

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

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

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

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

3. A waiver of subrogation in favor of the City of Laredo shall be contained in the Workers compensation, and all liability policies.

4. All insurance policies shall be endorsed to require the insurer to immediately notify The City of Laredo of any material change in the insurance coverage.

5. All insurance policies shall be endorsed to the effect that The City of Laredo will receive at least sixty- (60) days' notice prior to cancellation or non-renewal of the insurance.

6. All insurance policies, which name The City of Laredo as an additional insured, must be endorsed to read as primary coverage regardless of the application of other insurance.

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

8. Contractor may maintain reasonable and customary deductibles, subject to approval by The City of Laredo.

9. Insurance must be purchased from insurers that are financially acceptable to the City of Laredo. Insurer must be rated A- or greater by AM Best Rating with an admitted carrier licensed by the Texas Department of Insurance.

(h) All insurance must be written on forms filed with and approved by the Texas Department of Insurance. Certificates of Insurance shall be prepared and executed by the insurance company or its authorized agent and shall contain provisions representing and warranting the following:

1. Sets forth all endorsements and insurance coverage's according to requirements and instructions contained herein.

2. Shall specifically set forth the notice-of-cancellation or termination provisions to The City of Laredo.

(i) Upon request, Contractor shall furnish The City of Laredo with certified copies of all insurance policies.

(j) Certificates of insurance are subject to review and approval from the City of Laredo Risk Manager.

(k) Specialty certificates and licenses must be inspected and verified for accuracy and validity before award of contract.

(l) Awarded vendor is required to maintain current and active all: certifications, licenses, permits and/or insurance coverages, required to perform work, throughout the duration of this project/contract.

I agree my insurance meets minimum requirements

4
0**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.

Tims South Texas is a local vendor

4
1**Company Background**

Company Background: Bidders are encouraged to answer and/or to attach any information that may assist in verifying their ability to perform this contract. Do not make an assumption that the city will be familiar with your work. **(This documentation shall be uploaded onto Cit-E-Bid)**

Yes

4
2**Technical Specifications**

Technical Specifications (This documentation shall be uploaded onto Cit-E-Bid)

Yes

4
3**Attribute deleted as part of an Addendum**4
4**Addendum**

Addendum Requires Acknowledgement

Due to inclement weather the bid closing date has been moved to Monday February 22, 2021 at 5:00PM. The bids will be opened on Tuesday February 23, 2021 at 10:00 AM.

No response

Bid Lines

1

Package Header

Trailer Repairs for small & medium size trailers. (Electrical, suspension, braking system, flooring repairs)

*****Trailer bands vary from Maxey, P.J. Trailer, and Pace, Parker, S.W. Goose neck and Top Hat.**

Quantity: 1 UOM: EA

Package Items**1.1 Standard Shop Labor Rate**

Quantity: 1 UOM: Hourly Labor Rate Price: \$70.00 Total: \$70.00

1.2 Field Labor Rate

Quantity: 1 UOM: Hourly Labor Rate Price: No response Total: No response

Supplier Notes: Tims does not have a Field Service in shop only

1.3 Diagnostic Shop Labor Rate

Quantity: 1 UOM: Hourly Labor Rate Price: \$70.00 Total: \$70.00

1.4 Diagnostic Field Labor Rate

Quantity: 1 UOM: Hourly Labor Rate Price: No response Total: No response

Supplier Notes: Tims does not have a Field Service in shop only

1.5 Parts Price Schedule: The City reserves the right to supply parts. If parts are requested, aftermarket parts may be acceptable on a case by case basis.

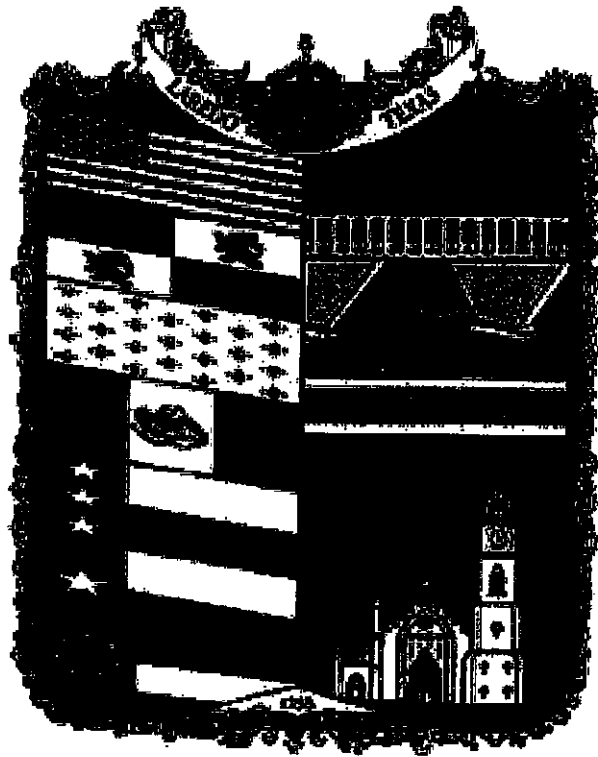
Percent of discount offered.

Quantity: 1 UOM: Percentage Discount Total: No response

1.6 Repairs will be completed within working days after receipt of order.

Quantity: 1 UOM: Working Days Price: No response Total: No response

Response Total: \$0.00



FY21-038 Addendum 1

Laredo Mechanical Industrial Services, Inc.

Supplier Response

Event Information

Number: FY21-038 Addendum 1
Title: FY21-038 Trailer Repairs For Small & Medium Size Trailers
Type: Request For Bid
Issue Date: 1/21/2021
Deadline: 2/22/2021 05:00 PM (CT)
Notes: MANUAL BID DROP-OFF PROCEDURES

NOTE: Manual Bids will only be accepted the first 45 minutes of the hour before they are due. For example, if bid is due at 4:00, bids will only be accepted between 3:00 and 3:45 p.m.

1. Please make sure that the bid is in a sealed envelope marked with

the following:

- Name of Bid
- Name of Company submitting Bid
- Address of Company submitting Bid

1.Place Bid Envelope on table right inside the door on the Houston Street side of City Hall. The receptionist will call the City Secretary's office to pick up.

2.If you need a copy of the time-stamped envelope, you will need to wait outside until we pick the envelope up, go back up to the 3rd floor to time-stamp the envelope, make a copy of it and bring it back to you.

Thank you for your understanding and help at this time of trying to stay healthy and safe.

City Secretary's Office

Contact Information

Contact: Enrique Aldape III
Address: Purchasing Division
Public Works Service Center
5512 Thomas Avenue
Laredo, TX 78041
Phone: 956 (794) 1733
Fax: 956 (790) 1805
Email: ealdape@ci.laredo.tx.us

Laredo Mechanical Industrial Services, Inc. Information

Address: 7305 San Dario Ave
#307
Laredo, TX 78045
Phone: (956) 568-5354
Email: laredomechanical@yahoo.com

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

Tiffany L. Franklin on behalf of Laredo Mechanical
Signature

laredomechanical@yahoo.com
Email

Submitted at 2/22/2021 11:24:00 AM

Response Attachments

laredo mech manual bid fy21-038.pdf

Laredo Mechanical manual bid packet for FY21-038

Bid Attributes

1 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".

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

Laredo Mechanical Industrial Services, Inc.; Juan Enrique Gonzalez; 956-568-5354

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

Fifteen years

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

N/A

5 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.

6 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 other wise disqualified from bidding, proposing or contracting? 4) Are there any proceedings, pending relating to the Business responsibility, debarment, suspension, voluntary exclusion, or qualification to receive a public contract? 5) Has the government or other public entity requested or required enforcement of any of its rights under a surety agreement on the basis of default or in lieu of declaring the Business at default?

- 1) Nothing circled
- 2) No
- 3) No
- 4) No
- 5) No

7 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

8 State If the Company is a certified minority business enterprise

This company is not a certified minority business

9 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/conflictforms.htm>. The City of Laredo officials who come within Chapter 176 of the Local Government Code relating to filing of Conflicts of Interest Questionnaire (Form CIQ) include: 1. Mayor 2. Council Members 3. City Manager 4. Members of the Fire Fighters and Police Officers Civil Service Commission. 5. Members of the Planning and Zoning Commission. 6. Members of the Board of Adjustments 7. Members of the Building Standards Board 8. Parks & Leisure Advisory Committee Member, 9. Historic District Land Board Member, 10. Ethics Commission Board Member, 11. The Board of Commissioners of the Laredo Housing Authority 12. The Executive Director of the Laredo Housing Authority 13. Any other City of Laredo decision making board member If additional information is needed please contact Miguel A. Pescador, Purchasing Agent at 956-794-1731.

10 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 1	Conflict of Interest Questionnaire Vendor is required to submit Conflict of Interest Form for bid to be considered complete. Have you submitted your completed Conflict of Interest Form with your response? Yes
1 2	Disclosure Form For details on use of this form, see Section 4.01 of the City's Ethics Code.
1 3	This is a Update to previous submission
1 4	Question 1. Name of person submitting this disclosure form Please include First Name, Middle Initial, Last Name and Suffix (if applicable) Juan E. Gonzalez
1 5	Question 2. Contract Information Please include the following: a) Contract or Project Name b) Originating Department a) FY21-038 Trailer Repair for small and medium size trailers b) Fleet Department
1 6	Question 3. Name of individual(s) or entity(ies) seeking a contract with the city (i.e. parties to the contract) Juan Enrique Gonzalez
1 7	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. Not Applicable
1 8	Question 4. List any business entity(ies) that is a partner, parent, subsidiary business entity(ies) of the individual or entity listed in Question 3 If you selected Not Applicable on Question 4, skip this section. If it applies to you, please list the name of partner, parent, or subsidiary business entity(ies) in this section. No response
1 9	Question 5. List any individuals or entities that will be subcontractors on this contract Not Applicable
2 0	Question 5. List any individuals or entities that will be subcontractors on this contract If you selected Not Applicable on Question 5, please skip this section. If it applies to you, please list subcontractors in this section. No response
2 1	Question 6. List any attorneys, lobbyists, or consultants that have been retained to assist in seeking this contract Not Applicable

2
2**Question 6. List any attorneys, lobbyists, or consultants that have been retained to assist in seeking this contract**

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

No response

2
3**Question 7. Disclosure of political contributions**

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 or 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/officer 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)

Not Applicable

2
4**Question 7. Disclosure of political contributions**

If you selected Not Applicable on question 7, please skip this section. If it applies to you, please list all contributors in this section.

No response

2
5**Updates on contributions required**

Information regarding contributions must be updated by submission of a revised form from the date of the submission of this form, up through the time City Council takes action on the contracts identified in response to Question 2 and continuing for 30 calendar days after the contract has been awarded.

2
6**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

2
7**8. Disclosure of Conflict of Interest**

If you selected I am aware of conflict of interest in question 8, please list them in this section.

No response

2
8**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

29

Question 10. No Contract with City Officials or Staff during Contract Evaluation

I understand that a person or entity who seeks or applies for city contract or any other person acting on behalf of that person or entity is prohibited from contacting city officials and employees regarding the contract after a Request for Proposal (RFP), Request for Qualifications (RFQ), or other solicitation has been released. This 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

30

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 of the City Secretary.

I have acknowledge that I have been advised

31

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) Juan Enrique Gonzalez
- 2) President
- 3) Laredo Mechanical Industrial Services, Inc.
- 4) 2/15/2021

32

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

33

Company Information Questionnaire

I have completed this section

34

Conflict of Interest Questionnaire

I have completed this section

35

Non-Collusive Affidavit

I have completed and included this form

36

Discretionary Contracts Disclosure

I have completed this section

37 Certificate of Interested Parties (Form 1295)

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

I will comply with this form

38 Terms and Conditions for Request for Bids

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

(a) Bidders shall thoroughly examine the specifications, schedule instructions and other contract documents. Once the award has been made, failure to read all specifications, instructions, and the contract documents, of the City shall not be cause to alter the original contract or for a vendor to requests additional compensation.

(b) Bidders shall make all investigations necessary to thoroughly inform themselves regarding facilities and locations for delivery of materials and equipment as required by the bid conditions. No pleas of ignorance by the bidder of conditions that exist or that may hereafter exist as a result of failure or omission on the part of the bidder to make the necessary examinations and investigations, or failure to fulfill in every detail the requirements of the contract documents, will be accepted as a basis for varying the requirements of the City or the compensation to the vendor.

(c) Bidders are advised that City contracts are subject to the all legal requirements provided for in the City Charter and/or applicable City Ordinances, State and Federal Statutes.

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

- (a) All information required by the bid form shall be furnished. For hand delivered submittals only, the vendor shall print or type the business name and manually sign the schedule. For electronic submittals, this information shall be submitted electronically on Cit-E-Bid system.
- (b) Unit prices shall be shown and where there is an error in extension of price, the unit price shall govern.
- (c) Alternate bids will not be considered unless authorized by the invitation for bids or any applicable addendum
- (d) Proposed delivery time must be shown and shall include Sundays and holidays
- (e) Bidders will not include Federal taxes or State of Texas limited sales tax in bid prices since the City of Laredo is exempt from payment of such taxes. An exemption certificate will be furnished upon request.
- (f) The City shall pay no costs or other amounts incurred by any entity in responding to this RFB, or as a result of issuance of this RFB.

2.0 DESCRIPTION OF SUPPLIES Any catalog or manufacturer's reference used in describing an item is merely

descriptive, and not restrictive, unless otherwise noted, and is used only to indicate type and quality of material. Bidder is required to state exactly what they intend to furnish; otherwise bidder shall be required to furnish the items as specified.

3.0 SUBMISSION OF BIDS

- (a) Bids and changes thereto shall be enclosed in sealed envelopes, properly addressed and to include the date and hour of the bid opening and the material or services bid on shall be typed or written on the face of the envelope. If submitted electronically, this information shall be submitted electronically on Cit-E-Bid system.
- (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, 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), or up to ninety (90) days. An extension to hold bid pricing for actual quantity bids may be requested by the City.

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

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

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

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

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

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

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

8.0 BIDDER DISCOUNTS

(a) Percent discounts within a certain period of time will be accepted but cannot be used in the bid evaluation. The period of the discount offered should be sufficient to permit payments within such period in the regular course of business by the City of Laredo.

(b) In connection with any discounts offered, time will be computed from the date of receipt of supplies or service or from the date a correct invoice is received, whichever is the later date. Payment is deemed to be made on the date the check is mailed.

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

10.0 AWARD OF CONTRACT (a) This contract will be awarded to the lowest bidder or bidders and based the evaluation factors listed in the request for bid document, and in accordance to the provisions of Chapters 252 and 271 of the State of Texas – Local Government Code. **There will be one primary vendor and one secondary vendor.**

(b) The City reserves the right to accept any item or group of items in the bid specifications, unless the bidder qualifies its 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) 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.

(e) 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".

(f) 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.

(g) 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.

11.0 PAYMENT & INVOICING

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

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

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

I Agree to the Terms and Conditions

Insurance Terms and Conditions

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

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

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

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

(d) Professional Liability, Errors & Omissions coverage, with minimum limits of \$1,000,000 per claim/ \$2,000,000 annual aggregate. This coverage must be maintained for at least two years after the project is completed. If coverage is written on a claims-made basis, a policy retroactive date equivalent to the inception date of the contract (or earlier) must be maintained during the full term of the contract.

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

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

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

1. The City of Laredo shall be named as an additional insured with respect to General Liability and Automobile Liability.
2. All liability policies shall contain no cross liability exclusions or insured versus insured restrictions.
3. A waiver of subrogation in favor of the City of Laredo shall be contained in the Workers compensation, and all liability policies.
4. All insurance policies shall be endorsed to require the insurer to immediately notify The City of Laredo of any material change in the insurance coverage.
5. All insurance policies shall be endorsed to the effect that The City of Laredo will receive at least sixty- (60) days' notice prior to cancellation or non-renewal of the insurance.
6. All insurance policies, which name The City of Laredo as an additional insured, must be endorsed to read as primary coverage regardless of the application of other insurance.
7. Required limits may be satisfied by any combination of primary and umbrella liability insurances.
8. Contractor may maintain reasonable and customary deductibles, subject to approval by The City of Laredo.
9. Insurance must be purchased from insurers that are financially acceptable to the City of Laredo. Insurer must be rated A- or greater by AM Best Rating with an admitted carrier licensed by the Texas Department of Insurance.
- (h) All Insurance must be written on forms filed with and approved by the Texas Department of Insurance. Certificates of Insurance shall be prepared and executed by the insurance company or its authorized agent and shall contain provisions representing and warranting the following:

1. Sets forth all endorsements and insurance coverage's according to requirements and instructions contained herein.

2. Shall specifically set forth the notice-of-cancellation or termination provisions to The City of Laredo.

- (i) Upon request, Contractor shall furnish The City of Laredo with certified copies of all insurance policies.

- (j) Certificates of Insurance are subject to review and approval from the City of Laredo Risk Manager.**

- (k) Specialty certificates and licenses must be inspected and verified for accuracy and validity before award of contract.

- (l) Awarded vendor is required to maintain current and active all: certifications, licenses, permits and/or Insurance coverages, required to perform work, throughout the duration of this project/contract.

I agree my insurance meets minimum requirements

4	0	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
4	1	Company Background Company Background: Bidders are encouraged to answer and/or to attach any information that may assist in verifying their ability to perform this contract. Do not make an assumption that the city will be familiar with your work. (This documentation shall be uploaded onto Cit-E-Bid) Yes
4	2	Technical Specifications Technical Specifications (This documentation shall be uploaded onto Cit-E-Bid) Yes
4	3	Attribute deleted as part of an Addendum
4	4	Addendum Addendum Requires Acknowledgement Due to inclement weather the bid closing date has been moved to Monday February 22, 2021 at 5:00PM. The bids will be opened on Tuesday February 23, 2021 at 10:00 AM. Acknowledge

Bid Lines

1	1	Package Header	
		<u>Trailer Repairs for small & medium size trailers. (Electrical, suspension, braking system, flooring repairs)</u> <u>***Trailer bands vary from Maxey, P.J. Trailer, and Pace, Parker, S.W. Goose neck and Top Hat.</u>	
		Quantity: <u> 1 </u> UOM: <u>EA</u>	
		Package Items	
		1.1 Standard Shop Labor Rate	
		Quantity: <u> 1 </u> UOM: <u>Hourly Labor Rate</u>	Price: \$70.00 Total: \$70.00
		1.2 Field Labor Rate	
		Quantity: <u> 1 </u> UOM: <u>Hourly Labor Rate</u>	Price: \$0.00 Total: \$0.00
		1.3 Diagnostic Shop Labor Rate	
		Quantity: <u> 1 </u> UOM: <u>Hourly Labor Rate</u>	Price: \$0.00 Total: \$0.00

1.4 Diagnostic Field Labor Rate

Quantity: 1 UOM: Hourly Labor Rate Price: \$0.00 Total: \$0.00

1.5 Parts Price Schedule: The City reserves the right to supply parts. If parts are requested, aftermarket parts may be acceptable on a case by case basis.

Percent of discount offered.

Quantity: 1 UOM: Percentage Discount Total: 0%

1.6 Repairs will be completed within working days after receipt of order.

Quantity: 1 UOM: Working Days Price: \$0.00 Total: \$0.00

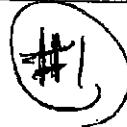
Supplier Notes: To be determinate

Response Total: \$0.00

CITY OF LAREDO
PURCHASING DIVISION



**CITY OF LAREDO
FINANCE DEPARTMENT
PURCHASING DIVISION
FORMAL INVITATION FOR BIDS**



**TRAILER REPAIRS
FOR SMALL AND MEDIUM SIZE TRAILERS
FLEET DEPARTMENT**

Public Notice

Notice is hereby given that the City of Laredo is now accepting sealed bids, subject to the Terms and Conditions of this Invitation for Bids and other contract provisions, for awarding an annual contract for trailer repairs for small and medium size trailers for the Fleet Department.

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

Hand delivered bids will be received at the City Secretary Office, 1110 Houston St., 3rd floor, Laredo, Texas 78040 until 5:00 P.M on February 16, 2021; and all bids received will be opened and read publicly at 10:00 AM at the Office of the City Secretary on February 17, 2021.

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

**Bid: Trailer Repairs for Small & Medium Size Trailers – Fleet Department
FY21-038**

Bids can be downloaded and submitted through Cit-E-Bid: https://cityoflaredo.ionwave.net/Login.aspx	Hand Delivered: City of Laredo – City Secretary C/O Jose A. Valdez Jr. City Hall – Third Floor 1110 Houston Street Laredo, Texas 78040
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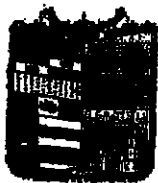
The City of Laredo reserves the right to reject any and all bids, and to waive any minor irregularities.

MANUAL BID DROP-OFF PROCEDURES

NOTE: Manual Bids will only be accepted the first 45 minutes of the hour before they are due. For example, if bid is due at 4:00, bids will only be accepted between 3:00 and 3:45 p.m.

- Please make sure that the bid is in a sealed envelope marked with the following:
 - Name of Bid
 - Name of Company submitting Bid
 - Address of Company submitting Bid
- Place Bid Envelope on table right inside the door on the Houston Street side of City Hall. The receptionist will call the City Secretary's office to pick up.
- If you need a copy of the time-stamped envelope, you will need to wait outside until we pick the envelope up, go back up to the 3rd floor to time-stamp the envelope, make a copy of it and bring it back to you.
Thank you for your understanding and help at this time of trying to stay healthy and safe.
City Secretary's Office

CITY OF LAREDO
PURCHASING DIVISION



**City of Laredo
Purchasing Division**

Notice to Bidders

Notice is hereby given that the City of Laredo is now accepting sealed bids, subject to the Terms and Conditions of this Invitation for Bids and other contract provisions for awarding an annual contract for trailer repairs for small and medium size trailers for the Fleet Department. Copies of the specifications may be obtained from the Finance Department - Purchasing Division, 5512 Thomas Ave., Laredo, Texas 78041 or by downloading from our website: www.ci.laredo.tx.us or through <https://cityoflaredo.lonwave.net/Login.aspx>. Bids will be received at the City Secretary Office, 1110 Houston St., 3rd. floor, Laredo, Texas 78040 until 5:00 P.M. on February 16, 2021 and all bids received will be opened and read publicly on February 17, 2021 at 10:00 A.M.

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

**BID: Trailer Repairs for Small & Medium Size Trailers - Fleet Department
FY21-038**

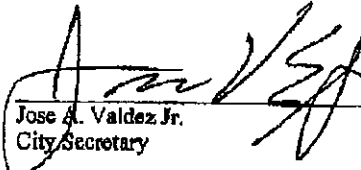
Bids can be downloaded and submitted through
Cit-E-Bid:

<https://cityoflaredo.lonwave.net/Login.aspx>

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

The City of Laredo reserves the right to reject any and all bids, and to waive any minor irregularities.

WITNESS MY HAND AND SEAL, ON THIS 21st DAY OF JANUARY 2021.


Jose A. Valdez Jr.
City Secretary

CITY OF LAREDO
PURCHASING DIVISION

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. The Bidder shall print or type the business name and manually sign the schedule.
- (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.
- (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, Laredo, Texas 78040.
- (c) Bids forms can be downloaded and printed through Cit-E-Bid. Mailed Bids (i.e. USPS, FedEx, UPS), telegraphic, 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), or up to ninety (90) 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.

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PURCHASING DIVISION**

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 calendar days prior to the scheduled bid deadline a request for clarification. All requests for information shall be made in writing, and the person submitting the request will be responsible for its prompt delivery. Any interpretation of the bid, if made, will be made only by an addendum duly issued by the Purchasing Agent. A copy of such addendum may be e-mailed or obtained online at the City of Laredo website for bids. The City will not be responsible for any other explanations or interpretations of the proposed bid made or given prior to the bid opening or award of contract.

- (a) Protest Procedures: The purpose of this procedure is to establish procedures whereby a vendor may protest specific procurement actions by the City of Laredo. The following sequence of activities must take place in filing a protest:
- (b) To be performed by protesting vendor: Within ten (10) days prior to the time that the City Council considers the recommendation of the City's Purchasing Officer, the protesting vendor must provide written protest to the City Purchasing Officer. Such protest must include specific reasons for the protest.
- (c) To be performed by City's Purchasing Officer: Shall review the records of procurement and determine legitimacy and procedural correctness. With five (5) working days, the City Purchasing Officer shall provide written response to the protesting vendor of the decision.
- (d) If the protesting vendor is not satisfied with the decision of the City Purchasing Officer, such protesting vendor may appeal to the City Manager of the City of Laredo. If the protesting vendor cannot resolve the issue with the City Manager, he shall be entitled to address his concerns when the City Council of the City of Laredo considers the awarding of the contract. Such appeal may be made only after exhausting all administrative procedures through the City Manager.

All protests must be duly submitted via Certified Mail to:

City of Laredo - Purchasing Agent
5512 Thomas Ave.
Laredo, Texas 78041.

8.0 BIDDER DISCOUNTS

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

9.0 INTENT OF CONTRACT

- a) ANNUAL SUPPLY/SERVICE CONTRACTS: This contract does not commit the City to purchase the quantities indicated.

**CITY OF LAREDO
PURCHASING DIVISION**

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 be 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 responsible bidder or bidders based on the evaluation factors listed in the request for bid document, in accordance to the provisions of Chapters 252 and 271 of the State of Texas - Local Government Code. There will be one primary and one secondary vendor.
- (b) The City reserves the right to accept any item or group of items in the bid specifications, unless the bidder qualifies its 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) 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.
- (e) 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".
- (f) 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.
- (g) 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.

11.0 PAYMENT & INVOICING

- (a) All invoices to the City of Laredo have a 30 day term from receipt of supplies or completion of services.
- (b) Discount terms will be computed from the date of receipt and acceptance of supplies or services. Payment shall be deemed to be made from that date.
- (c) All invoices must show the purchase order number and invoices shall be legible. Items billed on invoices should be specific as to applicable stock, manufacturer catalog or part number. All items must show unit prices. If prices are based on discounts from list, then list prices must appear on bid schedule. All invoices shall be mailed to the Accounts Payable Office, City Hall, and PO. Box 210, Laredo, Texas 78042.
- (d) The City of Laredo offers electronic funds transfer (ETF) payments in lieu of check payment when a vendor has filled out an Electronic Funds Transfer Authorization Form issued by the City of Laredo or upon request from the vendor. This ensures prompt payment directly deposited to a bank account. The estimated payment time is up fifteen (15) days from the date payment is processed.
- (e) For any inquiries on payment status or general billing questions please contact:

City of Laredo Purchasing Division, 5512 Thomas Ave., Laredo, Texas 78041 (956) 794-1733 Fax (956) 790-1803 Email saaldans@ci.laredo.tx.us

**CITY OF LAREDO
PURCHASING DIVISION**

Jorge J. Jolly, Accounts Payable Manager
956-791-7328

jjolly@ci.laredo.tx.us

1110 Houston St. Laredo, TX 78040

12.0 INSURANCE REQUIREMENTS (Not required for this contract)

13.0 CONTRACT REQUIREMENTS

13.1 CODE OF ETHICS ORDINANCE 2012-0-126

Vendors doing business with the City of Laredo shall comply with all provisions of the City of Laredo's Code of Ethics.

13.2 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. If contact is required, such contact will be done in accordance with procedures incorporated into the solicitation document. Violation of this provision by respondents or their agents may lead to disqualification of their offer from consideration.

13.3 NON-COLLUSIVE AFFIDAVIT (Attached)

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.

13.4 CONTRACT DISCLOSURE FORMS (Attached)

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 Bid Only****

13.5 CONFLICT OF INTEREST FORMS (Attached)

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.

13.6 TEXAS ETHICS COMMISSION (Form 1295, Attached)

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/tcc/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.

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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 will result in the cancellation of the contract.

14.0 DISQUALIFICATION & DEBARMENT CERTIFICATION

By submitting this 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 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.

**CITY OF LAREDO
PURCHASING DIVISION**

**Formal Invitation for Bids
Trailer Repairs for Small & Medium Size Trailers
Fleet Department**

15.0 Scope of Work

The City of Laredo is requesting bid pricing from qualified vendors for awarding an annual contract for trailer repairs for small and medium size trailers for the Fleet Department. Copies of the bid specifications may be obtained from the Finance Department – Purchasing Division, 5512 Thomas Ave., Laredo, Texas 78041 or by downloading from our website: www.cityoflaredo.com or through Cit-E-Bid: <https://cityoflaredo.ionwave.net/Login.aspx>

- 15.1 All questions for this bid shall be submitted through Cit-E-Bid or by email no later than 2 P.M., February 4, 2021 to:
Email: caldepe@ci.laredo.tx.us

- 15.2 For additional questions regarding these specifications please contact:

Contact	Phone#	Email
Ron Miller	(956) 727-6455	rmiller@ci.laredo.tx.us

16.0 General Requirements

- 16.1 Bidders are required to submit their bids upon the following expressed conditions:
Bidders shall thoroughly examine the specifications, schedule instructions and other contract documents. No pleas of ignorance by the bidder of conditions that exist or that may hereafter exist as a result of failure of 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.
- 16.2 Bidders are advised that all City contracts are subject to all legal requirements provided for in the City Charter and/or applicable City Ordinances, State and Federal Statutes.
- 16.3 Unit prices shall be shown and where there is an error in extension of price, the unit price shall govern.
- 16.4 All repairs shall be quoted F.O.B., Laredo, TX. Allowances for special freight charges will be acceptable only when expedited delivery is approved by the City of Laredo.
- 16.5 Repairs will be ordered during regular working hours Monday through Friday.
- 16.6 Bids will be awarded to multiple bidders meeting the city's requirements.
- 16.7 When vendors cannot abide by the terms and conditions in fulfilling their contract, the City reserves the right to purchase contract materials on the open market and charge the contract vendor the price difference.
- 16.8 When contractor cannot abide by the terms and conditions in fulfilling the contract, the City of Laredo reserves the right to secure parts from other sources.

17.0 Term of Contract

The term of this contract shall be for a period of one (1) year beginning as of the date of its execution. The contract may be extended for three, additional one (1) year periods. Should the vendor desire to extend the contract for the additional one year period, it must so notify the City in writing no later than sixty (60) days before the expiration of the prior term. Such notification shall be effective upon actual receipt by the City. Renewals shall be in writing and signed by the City's Purchasing Manager & City Manager or his designee, without further action by the Laredo City Council, subject to and contingent upon appropriation of funding therefore. All annual contracts shall bound by the terms of the bid documents.

**CITY OF LAREDO
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The City shall also have the right to extend this contract under the same terms and conditions beyond the original term or any renewal thereof, on a month to month basis, not to exceed 3 months. Said month to month extensions shall be in writing, signed by the City's Purchasing Manager & City Manager or his designee, and shall not require City Council approval, subject to and contingent upon appropriation of funding therefor. The City reserves the right to renew or rebid this contract, if the appropriated funds initially approved by City Council are exhausted before the contract expiration date.

- 17.1 This contract will shall be the responsibility of and administered by the vendor and the City of Laredo Fleet Department.

18.0 Award of Contract

- (a) Submission and award of bid shall be based on the "Terms and Conditions of the Invitation for Bids", which is attached and is part of these specifications. This contract will be awarded to the lowest responsible bidder or bidders based on the evaluation factors listed in the request for bid document, in accordance to the provisions of Chapters 252 and 271 of the State of Texas - Local Government Code. There will be one primary and one secondary vendor.

Annual Supply/Service Contract: 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 and change orders shall not be applicable.

18.1 Disclosure of Interested Parties

Section 2252.908 of the Texas Government Code requires a business entity entering into certain contracts with a governmental entity to file with the governmental entity a disclosure of interested parties at the time the business entity submits the signed contract to the governmental entity. Section 2252.908 requires the disclosure form (Form 1295) to be signed by the authorized agent of the contracting business entity, acknowledging that the disclosure is made under oath and under penalty of perjury. Section 2252.908 applies only to a contract that requires an action or vote by the governing body of the governmental entity before the contract may be signed or has a value of at least \$1 million. Section 2252.908 provides definitions of certain terms occurring in the section.

Section 2252.908 applies only to a contract entered into on or after Jan. 1, 2016. (Only if awarded contract is approved by City Council). The form must be submitted electronically through the Texas Ethics Commission website. Once the form is submitted and given a unique registration number, the business entity must manually sign the form and have it notarized. The form should be sent to the government entity which will then verify the form on the Texas Ethics Commission website.

19.0 Price Adjustment*****

The City of Laredo will allow unit price adjustments upwardly or downwardly when correlated with an industry wide adjustment. Any request for reasonable price adjustments will be considered. Justification for the requested adjustment on original fixed pricing must have mutual consent from both parties and be supported by appropriate documentation. A written notice stipulating in detail the price revision must be furnished to the City no less than 30 days before revised prices go into effect. Any request for reasonable price adjustments will be considered. Justification for the requested adjustment on original fixed pricing must have mutual consent from both parties and be supported by appropriate documentation. The City will not take action to intentionally delay legitimate manufacturer unit price increases. The City of Laredo reserves the right to cancel the contract if the price increase is deemed excessive; a new contract vendor will be selected on the basis of competitive bids. Documentation may be emailed to mpsscador@ci.laredo.tx.us

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20.0 Delivery

Delivery of materials is to be made within 24 hours from request. If material cannot be delivered within stated time, the City of Laredo reserves the right to approach an alternative source until primary supplier can resume or start delivering materials. When using an alternative supplier, material will be contracted supplier.

21.0 Required Format and Contents of Bid Submission

For a bid to be considered it must contain the following information:

Tab A - Company Information Questionnaire

Tab B - Signed Price Schedule

Tab C - Conflict of Interest Questionnaire

Tab D - Non-Collusive Affidavit

Tab E - Discretionary Contract Disclosure

Tab F - Certificate of Interested Parties (Form 1295)

CITY OF LAREDO
PURCHASING DIVISION

22.0 Tab A - Bidder Information Questionnaire

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

"The undersigned affirms that they are duly authorized to execute this contract, that this company, corporation, firm, partnership or individual has not prepared this bid in collusion with any other bidder, and that the contents of this bid as to prices, terms or conditions of said bid have not been communicated by the undersigned nor by any employee or agent to any other person engaged in this type of business prior to the official opening of this request. By submitting this bid the vendor agrees to the City of Laredo specifications and all terms and conditions stipulated in the proposed document. That I, individually and on behalf of the business named in this Business Questionnaire, do by my signature below, certify that the information provided in the questionnaire is true and correct."

Name of Offeror (Business) LAREDO MECHANICAL INDUSTRIAL SERVICES, INC

Signature
of person authorized to sign bid

Date 2/15/2021

Print Name JUAN ENRIQUE GONZALEZ
of person authorized to sign bid

Title: PRESIDENT

Business Address: 121 RANCH RD 60860

City, State, Zip Code: LAREDO, TEXAS 78043

Telephone Number: (956) 568-5354 Fax Number: (956) 568-5332

Contact Person Email Address: LAREDOMECHANICAL@YAHOO.COM

Federal Tax ID Number: 20-3757419

Bidders Principal/Corporate Place of Business Address: 121 RANCH RD 60860

Indicated Status of Business:

Corporation ☒ Partnership ☐ Sole Proprietorship ☐ Other: ☐

If other state business status: N/A

State how long under its present business name: FIFTEEN YEARS

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

N/A

Will bidder/proposer provide a copy of its financial statements for the last two years, if requested by the City of Laredo? Yes / No

CITY OF LAREDO
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Has the business, or any officer or partner thereof, failed to complete a contract? Yes / ☐ No ☐

Is any litigation pending against the Business? Yes ☐ No ☐

Is offeror currently for sale or involved in any transaction to expand or to become acquired by another business entity? Yes ☐ No ☐
If yes, offer need to explain the expected impact both in organizational and directional terms.

Has the Business ever been declared "not responsive" for the purpose of any governmental agency contract award? Yes ☐ No ☐

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? Yes ☐ No ☐

Are there any proceedings, pending relating to the Business responsibility, debarment, suspension, voluntary exclusion, or qualification to receive a public contract? Yes ☐ No ☐

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 in default? Yes ☐ No ☐

Is the Business in arrears in any contract or debt? Yes ☐ No ☐

Has the Business been a defaulter, as a principal, surety, or otherwise? Yes ☐ No ☐

Have liquidated damages or penalty provisions been assessed against the Business for failure to complete work on time or for any other reason? Yes / No.

State if company is a certified minority business enterprise:			
Historically Underutilized Business (HUB):	Yes ☐ No ☐	Disadvantaged Business Enterprise (DBE):	Yes ☐ No ☐
Small Disadvantaged Business Enterprise (SDBC):	Yes ☐ No ☐	Other: Please specify _____	
This company is not a certified minority business: ☒			
<i>The above minority information is requested for statistical and tracking purposes only and will not influence the amount of expenditure the City will make with any given company</i>			

**CITY OF LAREDO
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- 23.0 **Company Background:** Bidders are encouraged to answer and/or to attach any information that may assist in verifying their ability to perform this contract. Do not make an assumption that the city will be familiar with your work. (This documentation shall be uploaded onto CIt-E-Bid)
- 23.1 Number of people employed: 3
- 23.2 Average years of experience of current employees: 10 years
- 23.3 Total number of certified automotive service excellence (ASE) technicians: 1
- 23.4 4 Providers will be required to submit itemized invoices detailing the cost per part, the number of labor hours and hourly rates per service. Will you be able to provide itemized invoices for reimbursement? Yes or No.
- 23.5 What software or labor rate manual do you use to determine industry standard hours to make repairs?
VRS
- 24.0 **Technical Specifications** (This documentation shall be uploaded onto CIt-E-Bid)
- 24.1 How will you meet required turnaround time for service repair?
TO BE DETERMINATE
- 24.2 Describe how you ensure that diagnostic assessments and repair recommendations are necessary.
PHYSICAL EVALUATION OF THE TRAILER
- 24.3 Do you use OEM or aftermarket parts for repairs?
AS TO BE DETERMINATE
- 24.4 Bidder will provide an "estimated quote" for each repair. All repairs must be duly approved by the Fleet General Manager.
YES
- 24.5 Bidder shall state any special equipment in their operation such as a machine shop, specialized diagnostic tools, etc.
BASIC SHOP TOOLS

**CITY OF LAREDO
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25.0 Tab B Price Schedule

- 25.1 Trailer Repairs for small & medium size trailers. (Electrical, suspension, braking system, flooring repairs)
***Trailer bands vary from Maxey, P.J. Trailer, and Pace, Parker, S.W. Goose neck and Top Hat.

	Labor Rate/Hour	Comments
Standard Shop Labor Rate	\$ 70.00	
Field Labor Rate	\$ 0.00	
Diagnostic Shop Labor Rate	\$ 0.00	
Diagnostic Field Labor Rate	\$ 0.00	

25.2 Parts Price Schedule

The City reserves the right to supply parts. If parts are requested, aftermarket parts may be acceptable on a case by case basis.

Percent of discount offered	0 %
Product identification (Mfr.) (Documentation Shall be uploaded onto Cit-E-Bid)	TBD
Type price schedule (dealer, jobber, etc.) (Documentation Shall be uploaded onto Cit-E-Bid)	JOBBER
Price schedule column on which discount is based (i.e. distributor, net, wholesale) (Documentation Shall be uploaded onto Cit-E-Bid)	N/A

- 25.3 Repairs will be completed within working days after receipt of order. TO BE DETERMINATE (working days)

- 25.4 Business hours are from 9:00 A.M. to 17:00 P.M., Monday to Friday days per week.
(Documentation Shall be uploaded onto Cit-E-Bid)

- 25.5 Warranty: THREE MONTHS

(Documentation Shall be uploaded onto Cit-E-Bid)

Company Name: LAREDO MECHANICAL INDUSTRIAL SERVICES, INC

Owner/President Name: JUAN ENRIQUE GONZALEZ

Company Address: 121 RANCH RD 6086C

City, State, Zip Code: LAREDO, TEXAS 78043

Company Authorized Representative's Signature: 

Company Representative's Name: JUAN ENRIQUE GONZALEZ

Signature on this form indicates agreement with "Instructions to Bidder – General Terms and Conditions, pricing and all specifications listed on this document."

**CITY OF LAREDO
PURCHASING DIVISION**

26.0 Tab C- Conflict of Interest Disclosure

A form disclosing potential conflicts of interest involving counties, cities, and other local government entities may be required to be filed after January 1, 2006, by vendors or potential vendors to local government entities. The new requirements are set forth in Chapter 176 of the Texas Local Government Code added by H.B. No. 914 of the last Texas Legislature.

Companies and individuals who contract, or seek to contract, with the City of Laredo and its agents may be required to file with the City Secretary's Office, 1110 Houston Street, Laredo, Texas 78040, a Conflict of Interest Questionnaire that describes affiliations or business relationships with the City of Laredo officers, or certain family members or business relationships of the City of Laredo officer, with which such persons do business, or any gifts in an amount of \$250.00 or more to the listed City of Laredo officer (s) or certain family members.

The new requirements are in addition to any other disclosures required by law. The dates for filing disclosure statements begin on January 1, 2006. A violation of the filing requirements is a Class C misdemeanor.

The Conflict of Interest Questionnaire (Form CIQ) may be downloaded from http://www.ethics.state.tx.us/whatsnew/conflict_forms.htm.

The City of Laredo officials who come within Chapter 176 of the Local Government Code relating to filing of Conflicts of Interest Questionnaire (Form CIQ) include:

1. Mayor
2. Council Members
3. City Manager
4. Members of the Fire Fighters and Police Officers Civil Service Commission.
5. Members of the Planning and Zoning Commission.
6. Members of the Board of Adjustments
7. Members of the Building Standards Board
8. Parks & Leisure Advisory Committee Member,
9. Historic District Land Board Member,
10. Ethics Commission Board Member,
11. The Board of Commissioners of the Laredo Housing Authority
12. The Executive Director of the Laredo Housing Authority
13. Any other City of Laredo decision making board member

If additional information is needed please contact Miguel A. Pescador, Purchasing Agent at 956-794-1731

☒ HAVE READ THIS FORM AND ATTEST THAT THERE IS NO CONFLICT OF INTEREST, NOR NO VIOLATION OF SECTION 176.006, LOCAL GOVERNMENT CODE EXISTS.

TEST TH.

Signature

Date 2/15/2021

FORM CIQ**OFFICE USE ONLY**

Date Received

A person commits an offense if the person knowingly violates Section 176.008, Local Government Code. An offense under this section is a Class C misdemeanor.

☒ 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 the originally filed questionnaire becomes incomplete or inaccurate.)

Name of local government officer with whom filer has employment or business relationship.

Name of Officer

This section (Item 3 including subparts A, B, C & D) must be completed for each officer with whom the filer has an employment or other business relationship as defined by Section 173.001(1-a), Local Government pages to this Form CIQ as necessary.

A. Is the local government officer named in this section race/ing or likely to receive taxable income, income, other than investment income, from the filer of the questionnaire? ☐ Yes ☒ No

B. Is the filer of the questionnaire receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer named in this section AND the taxable income is not received from the local governmental entity? ☐ Yes ☒ No

C. Is the filer of this questionnaire employed by a corporation or other business entity with respect to which the local government officer serves an officer or director, or holds an ownership of 10 percent or more? ☐ Yes ☒ No

D. Describe each employment or business relationship with the local government officer named in this section.

Signature of person doing business with the governmental entity

Date _____

CITY OF LAREDO
PURCHASING DIVISION
AFFIDAVIT

27.0 Tab D

Project:

Form of Non-Collusive Affidavit

AFFIDAVIT

STATE OF TEXAS {}
COUNTY OF WEBB {}

Being first duly sworn, deposes and says:

That he/she is JUAN ENRIQUE GONZALEZ

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

The party making the foregoing proposal or bid, that such proposal or bid is genuine and not collusive or 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.


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 _____ day of _____ 20_____.

Notary Public

My commission expires:

CITY OF LAREDO
PURCHASING DIVISION

28.0 Tab E



City of Laredo
Discretionary Contracts Disclosure

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

For details on use of this form, see Section 4.01 of the City's Ethics Code.
*This is a ___ New Submission or ___ Correction or ☒ Update to previous submission.

*1. Name of person submitting this disclosure form:

JUAN	E.	GONZALEZ
First	M.I.	Last
		Suffix

*2. Contract Information:

a) Contract or Project name(s): FY21-038 TRAILER REPAIR FOR SMALL AND MEDIUM SIZE TRAILERS

b) Originating Department(s): FLEET DEPARTMENT

*3. Name of individual(s) or entity(ies) seeking a contract with the city (i.e. parties to the contract)

JUAN ENRIQUE GONZALEZ			
Name (Print)	Signature	Name (Print)	Signature
Name (Print)	Signature	Name (Print)	Signature
Name (Print)	Signature	Name (Print)	Signature
Name (Print)	Signature	Name (Print)	Signature

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

☒ Not applicable. Contracting party(ies) does not have partner, parent, or subsidiary business entities.

☐ Name of partner, parent, or subsidiary business entity(ies):

**CITY OF LAREDO
PURCHASING DIVISION**

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

- ☒ Not applicable. No subcontractors will be retained for this contract.
- ☐ Subcontractors may be retained, but have not been selected at the time of this submission.
- ☐ List of subcontractors: _____

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

- ☒ Not applicable. No attorneys, lobbyists, or consultants that have been retained to assist in seeking this contract.
- ☐ List of attorneys, lobbyists, or consultants that have been retained to assist in seeking this contract: _____

***7. Disclosure of political contributions.**

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 or 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 retained 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)

☒ Not applicable. No campaign or officeholder contributions have been made in the preceding 24 months by these individuals.

☐ List of contributors: _____

Updates on Contributions Required

Information regarding contributions must be updated by submission of a revised form from the date of the submission of this form, up through the time City Council takes action on the contract identified in response to Question 2 and continuing for 30 calendar days after the contract has been awarded.

***8. Disclosure of conflict of interest**

Are you aware of any fact(s) with regard to this contract that would raise a "conflict of interest" issue under Section 2.01 of the Ethics Code for any City Council member or board/commission member that has not or will not be raised by these city officials?

**CITY OF LAREDO
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☒ I am not aware of any conflict(s) of interest issues under Section 2.01 of the Ethics Code for members of City Council or a city board/commission.

☐ I am aware of the following conflict(s) of interest: _____

*** Acknowledgements**

☒ 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.

☒ No Contract with City Officials or Staff during Contract Evaluation

I understand that a person or entity who seeks or applies for a city contract or any other person acting on behalf of that person or entity is prohibited from contracting city officials and employees regarding the contract after a Request for Proposal (RFP), Request for Qualifications (RFQ), or other solicitation has been released.

This no-contract 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 will take place in accordance with procedures incorporated into the solicitation documents. Violation of this prohibited contacts provision set out in Section 2.09 of the Ethics Code by respondents or their agents may lead to disqualification of their offer from consideration.

***Conflict of Interest Questionnaire (CIQ)**

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

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

***Oath**

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

JUAN ENRIQUE GONZALEZ

Name (Print)

Signature

PRESIDENT

Title

LAREDO MECHANICAL INDUSTRIAL SERVICES, INC

Company or DBA

Date

2/15/2021

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

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

CITY OF LAREDO
PURCHASING DIVISION

29.0 Tab F – Certificate of Interested Parties (Form 1295)

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

Implementation of House Bill 1295

29.1 Certificate of Interested Parties (Form 1295):

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

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

29.2 Filing Process:

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

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

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

Additional Information:

HB 1295

Certificate of Interested Parties (Form 1295)

New Chapter 46, Ethics Commission Rules:

46.1. Application

46.3. Definitions

46.5. Disclosure of Interested Parties Form

**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 filling form, and the city, state and country of the business entity's place of business. LAREDO MECHANICAL INDUSTRIAL SERVICES, INC																								
2 Name of governmental entity or state agency that is a party to the contract for 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. 69162																								
4 Name of Interested Party	City, State, Country (place of business)	Nature of Interest (check applicable) <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <th style="width: 50%; text-align: center;">Controlling</th> <th style="width: 50%; text-align: center;">Intermediary</th> </tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> </table>			Controlling	Intermediary																		
Controlling	Intermediary																							
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.																								
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 of office. _____ Signature of authorized agent of contracting business entity																								
_____ 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 10/6/2016

**CITY OF LAREDO
PURCHASING DIVISION**

30.0 Vendors Instructions:

Hand delivered bids will be received at the City Secretary Office, 1110 Houston St., 3rd. floor, Laredo, Texas 78040 until 5:00 P.M on February 16, 2021; and all bids received will be opened and read publicly at 10:00 AM at the Office of the City Secretary on February 17, 2021.

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

**Bid: Trailer Repairs For Small & Medium Size Trailers – Fleet Department
FY21-038**

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

or

Hand Delivered:

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



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

12/11/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER CUBRIEL INSURANCE AGENCY LLC 6010 McPherson Rd Unit D2 Laredo, TX 78041	CONTACT NAME: Noe Cubriel, CIC PHONE (A/C, No, Ext): (956)568-5290 FAX (A/C, No): (956)568-5294 E-MAIL: noe@cubriellinsurance.com ADDRESS: _____ INSURER(S) AFFORDING COVERAGE: _____ NAIC#: _____ INSURER A: THE BURLINGTON INSURANCE CO. INSURER B: PROGRESSIVE INSURANCE INSURER C: THE HANOVER INSURANCE COMPANY INSURER D: _____ INSURER E: _____ INSURER F: (UPDATED)
INSURED LAREDO MECHANICAL INDUSTRIAL SERVICE 4616 SAN DARIO STE# 542 LAREDO, TX 78041	

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

TYPE OF INSURANCE	COVERAGE	POLICY NUMBER	POLICY EFF. DATE (MM/DD/YYYY)	POLICY EXP. DATE (MM/DD/YYYY)	LIMITS
☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR	☐ GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PROJECT ☐ LOC OTHER: _____	957BW59498	8/15/2020	8/15/2021	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Per occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 100,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMPOF AGE \$ 2,000,000
☒ AUTOMOBILE LIABILITY ANY AUTO ☐ OWNED ☒ AUTOS ONLY ☒ HIRED ☒ AUTOS ONLY	☒ SCHEDULED AUTOS ☒ NON-OWNED AUTOS ONLY	08079425-2	8/24/2020	8/24/2021	COMBINED SINGLE LIMIT (Per accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
☐ UMBRELLA LIAB ☐ EXCESS LIAB	☐ OCCUR ☐ CLAIMS-MADE DED RETENTION \$				EACH OCCURRENCE \$ AGGREGATE \$
☒ WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/ MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N ☒ Y N/A	KL97035501	12/15/2020	12/15/2021	☒ PER STATUTE, ☐ OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

CANCELLATION

CITY OF LAREDO
1102 BOB BULLOCK LOOP
LAREDO, TEXAS 78043

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

United ISD - Tax Office
3501 E. Saunders
Laredo, TX 78041

Electronic Check - Payment Receipt

Payment To: United ISD Tax Office
Payment For: Property Taxes
Account Number: 80112011117
Name: Laredo Mechanical Industrial Servs, Inc
Billing Address: 4818 San Dario Ave. #542
LAREDO TX 78041
Payment Date: 01/28/2021
Payment Time: 02:02:11 PM, CST
Reference Number: 8210032611
Payment Method: INTER NATL BK OF MCALLEN -
xxxx8253
Check Number: 3380
Transaction ID: 21628538
Payment Amount: \$1,095.74
Service Fee: \$32.87
Total Amount: \$1,128.61

Please Note:

The payment amount above will appear on your bank statement, notated by the words: **GOVERNMENT PAYMENTS**

A copy of this receipt has been sent to the following email address: laredomechanical@yahoo.com
If you do not receive this email receipt, please check your Spam or Junk folders. In addition, you may search your inbox for the words: "Government Payments".

Thank you for your payment!
Your transaction will appear as Government Payments
If you have any questions regarding this transaction, you may call Government Payments - EZNETPAY at (866)882-3466 during our business hours of 8:00 am to 5:00 pm Central Standard Time, Monday through Friday, or you may call United ISD Tax Office at (956)473-7900.

eCheck
#1234567890

UNITED INDEPENDENT SCHOOL DISTRICT

THIS IS YOUR TAX BILL

Pay To: **Monica Madrigal, RTA**
United I.S.D. Tax Office
3501 E. Saunders
Laredo, Texas 78041

Date: 10/01/2020
 P.I.D.: 801-12011-117

ALTN: 000000459247



LAREDO MECHANICAL INDUSTRIAL SERV
 7305 SAN DARIO AVE # 307
 LAREDO, TX 78045-7295

2020 TAX STATEMENT

Phone (956) 473-7800 Fax (956) 473-7840

JANUARY 31, 2021 IS THE LAST DATE TO PAY 2020 TAXES WITHOUT PENALTY AND INTEREST

PAID BY	AMOUNT
OCTOBER 31, 2020	1,095.74
NOVEMBER 30, 2020	1,095.74
DECEMBER 31, 2020	1,095.74
JANUARY 31, 2021	1,095.74
FEBRUARY 28, 2021	1,172.44
MARCH 31, 2021	1,194.36
APRIL 30, 2021	1,216.27
MAY 31, 2021	1,238.19
JUNE 30, 2021	1,260.10
JULY 31, 2021	1,499.85

2020 199061 0000109574 0

RETURN THIS PORTION WITH PAYMENT, THANK YOU

UNITED I.S.D. 2020 TAX STATEMENT

PERSONAL	91,400	0	0	91,480	699061
TAXING	91,400	0	0	91,480	699061
UNIT	91,400	0	0	91,480	699061
DEBT	91,400	0	0	91,480	699061
TOTAL	91,400	0	0	91,480	699061

SCHOOL DISTRICT	M&O/DEBT RATE INFORMATION
TAXING 2020	2019
UNIT M&O DEBT	M&O DEBT
IUN .966400 .232440	.970000 .228840

IMPORTANT TAX INFORMATION, PLEASE READ

- * ON FEBRUARY 1, 2021 UNPAID 2020 PERSONAL PROPERTY TAXES WILL HAVE A TAX WARRANT ISSUED/COLLECTION CLAIM FILED & COLLECTION FEES WILL BE APPLIED.
- * WHEN A LAWSUIT HAS BEEN FILED ON PRIOR YEAR TAXES AND THE 2020 TAXES BECOME UNPAID ON FEBRUARY 1, 2021 COLLECTION FEES WILL BE IMPOSED PURSUANT TO THE LAWSUIT, IF THE CASE IS SETTLED.
- * MAILED PAYMENTS ARE APPLIED ACCORDING TO U.S. POST OFFICE POSTMARK.
- * PAYMENT WILL BE REVERSED ON ALL CHECKS RETURNED BY THE BANK. BANK FEES WILL BE CHARGED.

Total Property Taxes: 1,095.74

ON FEBRUARY 1, 2021 ALL UNPAID 2020 TAXES BECOME DELINQUENT

Legal Description

PERSONAL PROPERTY FURN FIX EQUIP 0121 RANCH RD 6066C 8800TH TEXAS IND PARK RP#900-00001-046 (IMP ONLY)

"IF YOU ARE 65 YEARS OF AGE OR OLDER OR ARE DISABLED, AND YOU OCCUPY THE PROPERTY DESCRIBED IN THIS DOCUMENT AS YOUR RESIDENCE, YOU SHOULD CONTACT THE APPROPRIATE DISTRICT REGARDING ANY EXEMPTION YOU MAY HAVE IN A PROPORTIONATE IN THE PAYMENT OF THESE TAXES." TEX. REV. STAT. § 31.01(b)

Property ID Number
 801-12011-117

Site Location
 121 RANCH RD LAREDO

Pay To: **Monica Madrigal, RTA**
United I.S.D. Tax Office
3501 E. Saunders
Laredo, Texas 78041
(956) 473-7900

HOURS OF OPERATION:
 MONDAY - FRIDAY
 8:00 A.M. - 4:30 P.M.

Tax information & online payments are available at www.uisd.net
 A 3% FEE is applied to online payments or \$3.00 if less than \$100.00

1st Payment	2nd Payment	3rd Payment	4th Payment
JAN. 31st	MARCH 31st	MAY 31st	JULY 31st

PENALTY & INTEREST WILL BE IMPOSED AT THE FOLLOWING STATUTORY RATES:

FEB 7%	MAR 9%	APR 11%	MAY 13%	JUNE 15%	JULY 18%
--------	--------	---------	---------	----------	----------

IN ADDITION, APPLICABLE COLLECTION FEE AND OR CHARGES WILL BE IMPOSED, IF 2020 TAXES ARE NOT PAID IN FULL BY JANUARY 31st 2021.

KEEP THIS COPY FOR YOUR RECORDS

EzNetPay: Payment Processing Service - Payment Receipt

Webb County Tax Office
P. O. Box 420128
Laredo, TX 78042

Electronic Check - Payment Receipt

Payment To: Webb County Tax Office
Payment For: Property Taxes
Account Number: 80112011117
Name: Laredo Mechanical Industrial Servs, Inc
Billing Address: 4819 San Dario Ave #542
LAREDO TX 78041
Payment Date: 01/28/2021
Payment Time: 02:14:43 PM, CST
Reference Number: 8270087267
Payment Method: INTER NATL BK OF MCALLEN -
xxxx0253
Check Number: 3387
Transaction ID: 21628703
Payment Amount: \$674.08
Service Fee: \$20.22
Total Amount: \$694.31

Please Note:

The payment amount above will appear on your bank statement, notated by the words: **GOVERNMENT PAYMENTS**

A copy of this receipt has been sent to the following email address: laredomechanical@yahoo.com
If you do not receive this email receipt, please check your Spam or Junk folders. In addition, you may search your inbox for the words: "Government Payments".

Payment Successful. Click Here to make another Payment.

Thank you for your payment!

Your transaction will appear as Government Payments
If you have any questions regarding this transaction, you may call Government Payments - EZNETPAY at (956) 682-3468 during our business hours of 8:00 am to 5:00 pm Central Standard Time, Monday through Friday, or you may call Webb County Tax Office at (956) 623-4200.

eCheck
REGISTERED



Rosie Cuellar
WEBB COUNTY TAX ASSESSOR - COLLECTOR
 1110 VICTORIA ST., SUITE 107 • LAREDO, TEXAS 78040
 PHONE (958) 523-4200
2020 TAX STATEMENT

Payments via Internet:
www.webbcountytax.com
 Mail payments to:
 P.O. BOX 420128
 LAREDO, TX 78042-8128

Date: 10/01/2020
 P.I.D.: 80112011117



231082

LAREDO MECHANICAL INDUSTRIAL SERVI
 7305 SAN DARIO AVE, # 307
 LAREDO, TX 78045-7295

MONTH	DATE	AMOUNT DUE
OCTOBER	31, 2020	674.09
NOVEMBER	30, 2020	674.09
DECEMBER	31, 2020	674.09
JANUARY	31, 2021	674.09
FEBRUARY	28, 2021	721.28
MARCH	31, 2021	734.76
APRIL	30, 2021	748.24
MAY	31, 2021	761.72
JUNE	30, 2021	775.21
JULY	31, 2021	914.73

PROPERTY ADDRESS / DESCRIPTION

PERSONAL PROPERTY FURN FIX EQUIP 8121 RANCH RD 6086C 830UTH
 TEXAS IND PARK RPH900-00081-046 (IMP ONLY)

121 RANCH RD LAREDO

91,400	0	0	91,400		231082
TAXING DISTRICT					
WEBB COUNTY	91,400	91,400	.412000		376.57
LAREDO COLLEGE	91,400	91,400	.325509		297.52
1/2% Sales Tax Reduced COUNTY TAXES BY \$					
			75.39		674.09

IMPORTANT TAX INFORMATION, PLEASE READ.

*ON FEBRUARY 2, 2021 UNPAID 2020 PERSONAL PROPERTY TAXES WILL HAVE A TAX WARRANT
 ISSUED/ COLLECTION CLAIM FILED & COLLECTION FEES WILL BE APPLIED
 *WHEN A LAWSUIT HAS BEEN FILED ON PRIOR YEAR TAXES AND THE 2021 TAXES REMAIN UNPAID ON
 FEBRUARY 2, 2021 COLLECTION FEES WILL BE IMPOSED PURSUANT TO THE T.P.C. TO THE 2021 TAXES
 *UNPAID PAYMENTS ARE APPLIED ACCORDING TO U.S. POST OFFICE POSTMARK
 *PAYMENT WILL BE REVERSED ON ALL CHECKS RETURNED BY THE BANK. A \$50.00 FEE WILL BE APPLIED.
 *PENALTY & INTEREST WILL BE IMPOSED AT THE FOLLOWING STATUTORY RATES:
FEB 7% | MAR 8% | APR 14% | MAY 13% | JUNE 15% | JULY 18%

IN ADDITION, APPLICABLE COLLECTION FEES AND OR CHARGES WILL BE IMPOSED,
 IF 2020 TAXES ARE NOT PAID IN FULL BY FEBRUARY 1, 2021.

FOLD & TEAR



**YOUR CHECK WILL SERVE AS
 YOUR RECEIPT**

IF YOU ARE 65 YEARS OF AGE OR OLDER, OR ARE DISABLED,
 AND YOU OCCUPY THE PROPERTY DESCRIBED IN THIS DOCUMENT
 AS YOUR RESIDENCE HOMESTEAD, YOU SHOULD CONTACT THE
 APPRAISAL DISTRICT REGARDING ANY ENTITLEMENT YOU MAY HAVE
 TO A POSTPONEMENT IN THE PAYMENT OF THESE TAXES.
 T.P.C. (Sec 68.048)

ON FEBRUARY 2, 2021 ALL UNPAID
 2020 TAXES BECOME DELINQUENT

2020 TAX STATEMENT

LAREDO MECHANICAL INDUSTRIAL SERVI
 7305 SAN DARIO AVE, # 307
 LAREDO, TX 78045-7295

RETURN THIS PORTION WITH
 PAYMENT

231082

Make checks payable to: **WEBB COUNTY TAX OFFICE**

AMOUNT DUE FOR MONTH PAYMENTS MADE					
OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	
674.09	674.09	674.09	674.09	721.28	
MARCH	APRIL	MAY	JUNE	JULY	
734.76	748.24	761.72	775.21	914.73	

TAXES ARE DUE UPON RECEIPT. TAXES WILL BECOME DELINQUENT FEBRUARY 2, 2021. PENALTY AND INTEREST WILL
 BE ADDED MONTHLY BEGINNING FEBRUARY 2, 2021. ADDITIONAL COLLECTION FEE ADDED ON JULY 1, 2021.

SPLIT PAYMENT
 1/2 PAYMENT DUE BY:
 NOV 30, 2020

337.05

DISABLED OR OVER 65 OR VETERAN
 HOMESTEAD
 1/4 PAYMENT DUE BY:
 FEB. 1, 2021
 MAR. 31, 2021
 MAY 31, 2021
 AUG. 2, 2021

.00

P.I.D.: 80112011117

1/28/2021

Click2Gov - Payment Receipt - Payment Successful

1. Payment

2. Charges

3. Review

4. Receipt

Payment Receipt

Thank you for your payment.

Transaction Results:

Transaction Status

Success

Auth Code

000887

Reference Number

118554897

Payment Method:

Charged To

Master Card ****8857

Account Holder

GONZALEZ, JUAN E

Billing Address

4619 SAN DARIO AVE SUITE 542, LAREDO, TX 78041

Transaction Overview:

Total Amount

\$596.87

Payment Date

01/28/2021 02:07 PM

Charge Details



CITY OF LAREDO

DORA A. MALDONADO, RTA
TAX ASSESSOR - COLLECTOR
1102 Bob Bullock Loop • P. O. Box 6648
LAREDO, TEXAS 78042-6648

2020 PROPERTY TAX STATEMENT

TAXES ARE DUE UPON RECEIPT
AND WILL BECOME DELINQUENT FEBRUARY 1, 2021
PENALTY AND INTEREST WILL BE ADDED EACH MONTH THEREAFTER

A PAYMENT STATION REMAINS AT 1110 HOUSTON STREET

PROPERTY OWNER ON RECORD
For questions regarding ownership, mailing address and value changes contact
Webb County Appraisal District at (956) 716-4091

LAREDO MECHANICAL INDUSTRIAL S
7305 SAN DARIO AVE # 307
LAREDO TX 78045-7295



FOR INFORMATION CALL
PHONE (956) 727-8403
FAX (956) 727-8404

HOURS OF OPERATION
MONDAY - FRIDAY
8:00 A.M. - 5:00 P.M.

Date of Notice **OCTOBER 1, 2020**

TAX ACCT ID	PARCEL NUMBER OR ALT. ID	LOAN CODE
643288	801-12011-117-	-

PROPERTY ADDRESS / DESCRIPTION

121 RANCH RD
PERSONAL PROPERTY FURN FIX EQU
IP @121 RANCH RD 6086C @SOUTH
TEXAS IND PARK RP#900-00001-04

DATE	P & I %	P & I AMOUNT	TOTAL AMOUNT DUE
OCT 2020			
THRU			
JAN 2021	0%	.00	579.48
FEB 2021	7%	40.56	620.04
MAR 2021	9%	52.15	631.63
APR 2021	11%	63.74	643.22
MAY 2021	13%	75.33	654.81
JUN 2021	15%	86.92	666.40
JUL 2021	18+15%	206.88	786.36
AUG 2021	19+15%	213.54	793.02
SEP 2021	20+15%	220.21	799.69

+220
+Lump
Sum

DESCRIPTION	APPAISED/ASSESSED VALUE
LAND	0
IMPROVEMENT	0
AGRICULTURE	0
PERSONAL PROPERTY	91,400
TOTAL BEFORE EXEMPTIONS	91,400
(100% ASSESSMENT RATIO)	
LESS EXEMPTIONS	0
CODES:	
NET TAXABLE VALUE	91,400
TAX RATE (PER \$100)	\$.634000
TAX AMOUNT DUE	\$579.48
(+) LATE PENALTY	\$0.00
(-) CREDIT ON ACCOUNT	\$0.00

TOTAL TAX DUE
UPON RECEIPT **\$579.48**

1. SPLIT PAYMENT OPTION: First 1/4 payment due by November 30, 2020, remaining 3/4 payment due by June 30, 2021

2. OVER-65 OR DISABLED PERSON / VETERAN HOMESTEAD INSTALLMENT

- 1st. 1/4 payment due by January 31, 2021 (Feb. 28th or P.E.)
- 2nd. 1/4 payment due by March 31, 2021
- 3rd. 1/4 payment due by May 31, 2021
- 4th. 1/4 payment due by July 31, 2021

Over-65 or Disabled Person / Veteran Homesteads interested in making installment payments must indicate so on when making their payment.

PAYMENTS MUST BE MADE BY DATES NOTED ABOVE
TO AVOID PENALTY AND INTEREST.

NO PARTIAL PAYMENTS WILL BE ACCEPTED ON SPLIT PAYMENT
OPTION OR ON OVER-65 OR DISABLED PERSON / VETERAN
HOMESTEAD INSTALLMENT PAYMENTS.

MAIL PAYMENT TO:
CITY OF LAREDO
TAX DEPARTMENT
P. O. BOX 6648
LAREDO, TEXAS
78042-6648

MAIL PAYMENTS CREDITED ACCORDING TO U. S. POSTMARK DATE.
YOUR CHECK WILL BE YOUR RECEIPT UNLESS REQUESTED IN WRITING.
A 3% PROCESSING FEE WILL BE CHARGED ON ALL CREDIT CARD PAYMENTS.
FOR ACCOUNT INFORMATION OR PAY-ON-LINE VISIT:
www.cityoflaredo.com

IF YOU ARE 65 YEARS OF AGE OR OLDER OR ARE DISABLED AND THE PROPERTY DESCRIBED IN THIS DOCUMENT IS YOUR RESIDENCE HOMESTEAD, YOU SHOULD CONTACT THE APPRAISAL DISTRICT REGARDING ANY ENTITLEMENT YOU MAY HAVE TO A POSTPONEMENT IN THE PAYMENT OF THESE TAXES.

HISTORY INFORMATION FOR THE CURRENT TAX YEAR AND THE PREVIOUS FIVE TAX YEARS

TAX YEAR	APPAISED VALUE	TAXABLE VALUE	TAX RATE (PER \$100)	CITY TAX	% CHANGE FROM YEAR BEFORE
2020	91,400	91,400	.634000	579.48	-14.07%
% CHANGE FROM 2015	-20.52%	-20.52%	-4.47%	-20.89%	
2019	106,370	106,370	.634000	674.39	-12.03%
2018	120,930	120,930	.634000	766.70	-15.94%
2017	143,190	143,190	.637000	912.12	-9.91%
2016	158,950	158,950	.637000	1,012.51	38.21%

LAREDO MECHANICAL INDUSTRIAL SERVICES, INC WAS ESTABLISHED 15 YEARS AGO IN LAREDO, TX TO PROVIDE INDUSTRIAL SERVICES TO THE COMMUNITY, OWNER HAVE VAST EXPERIENCE ON THE INDUSTRY AND ARE COMMITTED TO PROVIDE A HIGH QUALITY SERVICES ALL THE TIME.

OUR COMPANY HAS A PROFESSIONAL SUPPORT TEAM AND SUPPLIERS THAT HELP US TO COMPLY WITH OUR ASSIGNMENTS ON A TIMELY AND QUALITY MANNER. DURING THESE YEARS, WE GAIN CUSTOMERS IN DIFFERENT INDUSTRIES LIKE TRANSPORTATION, MAQUILA, AND UTILITIES SERVICES COMPANIES; ALSO WE HAD WORK WITH PRIVATE COMPANIES AND GOVERNMENT AGENCIES.

WE PROVIDE SERVICES ON HYDRAULIC CYLINDER REPAIRS AND REPLACEMENT, WATER PUMPS, GENERATOR, AIR COMPRESSORS, BLOWER AND INDUSTRIAL PARTS SALES.

SINCE 2013 WE HAD BEEN AWARDED WITH SEVERAL CITY OF LAREDO CONTRACTS FROM FLEET AND UTILITIES DEPARTMENTS.

PREVIOUS AND ACTUAL CONTRACTS

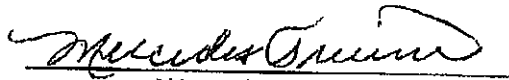
CONTRACTS	DESCRIPTION	DEPARTMENT	PERIOD	P.O. #
FY14-016	HYDRAULIC CYLINDER REPAIR	FLEET	BEGINS 11/06/2014 5 EXT ENDS 11/1/2020	
FY14-042	WATER PUMPS REPAIRS	UTILITIES	5 EXTENSION ENDS 1/22/2020	
FY14-046	MCNEIL US SIDE LOADERS	FLEET	BEGINS 02/2014 ENDS	
FY18-054	AUTOMATED SIDE & REAR LOADER OEM PARTS & SERVICE	FLEET	BEGINS 07/18/2016 3 EXT ENDS 2019	
FY17-003	HYDRAULIC CYLINDER REPAIR	FLEET	BEGINS 11/21/2016 3 EXT ENDS 11/18/2020	
FY17-034	AUTOMATED SIDE & REAR LOADER OEM PARTS & SERVICE	FLEET	BEGINS 05/04/2017 3 EXT ENDS 5/27	298168
FY19-053	AUTOMATED SIDE & REAR LOADER SERVICE	FLEET	BEGINS 05/04/2019 3 EXTENSIONS	330670
FY20-025	WATER PUMPS REPAIRS	UTILITIES	BEGINS 4/6/2020 3 EXTENSIONS	330621
FY21-001	AUTOMATED SIDE & REAR LOADER OEM PARTS & SERVICE	FLEET	BEGINS 11/02/2020 3 EXTENSIONS	337931
FY21-009	HYDRAULIC CYLINDER REPAIR	FLEET	BEGINS 11/16/2020 3 EXTENSIONS	338630
FY21-021	AUTOMATED SIDE LOADER GS PRODUCTS OEM PARTS & SER	FLEET	BEGINS 1/19/2021 3 EXTENSIONS	340843
FY21-022	STATIONARY & PORTABLE GENERATOR PARTS	FLEET	BEGINS 1/19/2021 3 EXTENSIONS	340842

CERTIFICATION OF TRANSLATOR'S COMPETENCE

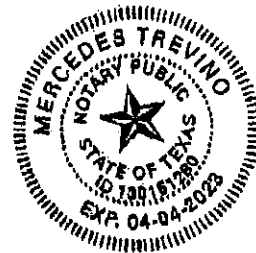
I, Mercedes Treviño , herby certify that the translation made of the attached document is a TRUE and ACCURATE one made from the Spanish Language to the English Language and that I am competent to translate in both English and Spanish to render such translation:

1. Professional Certificate of Juan Enrique Gonzalez Gomez of Mechanical Industrial Engineer.
2. Professional Cedula of the Mexican Public Register of Professionals

Date: February 15th, 2021



Mercedes Trevino
402 Gale Apt. 12
Laredo, TX
Phone: (956) 645-2307





La Secretaría de Educación Pública

Secretary of Public Education

By agreement of the Constitutional President of the United States of Mexico

Grants to



Juan Enrique González Gómez

*The Professional Title of
Mechanical Industrial Engineer*

SECRETARÍA DE EDUCACIÓN PÚBLICA
DIRECCIÓN GENERAL DE
EXAMENES Y CERTIFICACIONES
CARRERAS ESCOLARES

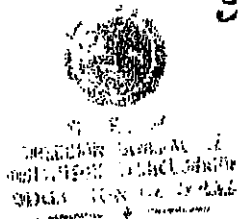
In order that he had conclude all the required studies according with the plans and programs in force and have been approved in the reception act that he presented on the 10th day of December of 1997 at the

Instituto Tecnológico de Nuevo Laredo

Given at Mexico City, Federal Distrito on the 13th day of February of 1998.

*General Director of
Instituto Tecnológico*

Secretary of Public Education



José María González Gómez

Atiguel Limón Rojas

Cedula 2732168

Seal of the Mexican Secretary
Of Education



SECRETARÍA DE EDUCACIÓN
GENERAL DE PROFESIONES
DIRECCIÓN DE REGISTRO
DISTRITO FEDERAL

Title Registered on Page 044-19

Of Book A273
Of the Public Register of professionals

A handwritten signature in dark ink, appearing to be a stylized name or set of initials.

Signature of the Professional



Laredo Mechanical Ind. Services Inc
7305 San Dario Ave. G #307
Laredo, TX 78045

REC'D CITY SEC OFF
FEB 22 '21 AM 11:24

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

FY21-038

FY21-038
TRAILER REPAIRS FOR SMALL AND
MEDIUM SIZE TRAILERS
DEPARTMENT