



**City of Laredo  
Purchasing Division**

**RENEWAL NOTICE**

July 9, 2024

Mr. Mike Hyde  
Gillie Hyde Ford  
610 Happy Valley Road  
Glasgow, Kentucky 42111

Re: FY22-029 Ford OEM Parts  
Fleet Department  
Extension III

Dear Mr. Hyde,

This is to inform you that the contract FY22-029 which was approved by the City Council on August 7, 2023 is up for renewal. This is the last extension period for this contract. Please advise if you wish to renew this contract.

Contract Pricing:

Dealer Cost 0%  
Product L.D. Ford

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

Sincerely,

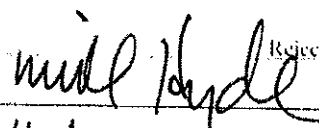
  
Jaime E. Zapata  
Purchasing Agent

Xc: Purchasing File

Gillie Hyde Ford

Accept ☒

Reject ☐

Authorized Signature: 

Print Name: Mike Hyde

Date: 7-10-24



City of Laredo  
Purchasing Division  
RENEWAL NOTICE

July 9, 2024

Mr. Gilberto Trevino  
Sames Motor Company  
6001 San Dario Avenue  
Laredo, Texas 78041

Re: FY22-029 Ford OEM Parts  
Fleet Department  
Extension III

Dear Mr. Trevino,

This is to inform you that the contract FY22-029 which was approved by the City Council on August 7, 2023 is up for renewal. This is the last extension period for this contract. Please advise if you wish to renew this contract.

Contract Pricing:

Discount Offered 5%  
Product I.D. Ford

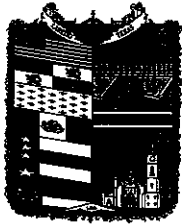
If there are any questions regarding this renewal notice, please feel free to call me at (956) 794-1731.

Sincerely,

Jaime E. Zapata  
Purchasing Agent

Xc: Purchasing File

Sames Motor Company	
<input checked="checked" type="radio"/> Accept	<input type="radio"/> Reject
Authorized Signature: <u>George Carrillo</u>	
Print Name: <u>George Carrillo</u>	
Date: <u>07/10/24</u>	



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

August 8, 2023

Mr. Gilberto Trevino  
Sames Motor Company  
6001 San Dario Avenue  
Laredo, Texas 78041

Re: Ford OEM Parts  
Contract FY22-029  
Extension II

Dear Mr. Trevino,

This is to inform you that contract renewal FY22-029 was approved by City Council on August 7, 2023. The term of this contract shall be for a period of one year. This is the second of three extension periods. Your company will be the primary vendor for this contract.

Contract Pricing:

Discount Offered	5%
Product I.D.	Ford

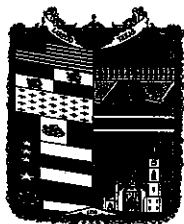
As a reminder compliance with the contract terms are the responsibility of the awarded vendor(s) and the respective City user department(s). If there are any questions regarding this letter of award, please feel free to call me at (956) 794-1731.

Sincerely,

A handwritten signature in black ink, appearing to read "M. A. Pescador", is written over a horizontal line.

Miguel A. Pescador  
Purchasing Agent

Xc: Purchasing File



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

August 8, 2023

Mr. Mike Hyde  
Gillie Hyde Ford  
610 Happy Valley Road  
Glasgow, Kentucky 42141

Re: Ford OEM Parts  
Contract FY22-029  
Extension II

Dear Mr. Hyde,

This is to inform you that contract renewal FY22-029 was approved by City Council on August 7, 2023. The term of this contract shall be for a period of one year. This is the second of three extension periods. Your company will be the secondary vendor for this contract.

Contract Pricing:

Dealer Cost	0%
Product I.D.	Ford

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

Sincerely,

Miguel A. Pescador  
Purchasing Agent

Xc: Purchasing File

**City Council-Regular**

**Meeting Date:** 08/07/2023

**Initiated By:** Rosario Cabello, Deputy City Manager

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

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**SUBJECT**

Consideration to renew supply contract FY22-029 for the purchase of Ford Original Equipment Manufacturer (OEM) automotive parts for the City's fleet vehicles with:

1. Sames Motor Company, Laredo, Texas in an amount up to \$250,000.00 (Primary Vendor);
2. Gillie Hyde Ford, Glasgow, Kentucky in an amount up to \$100,000.00 (Secondary Vendor).

All parts 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. There was no price increase during the last extension period. This contract can be renewed one (1) additional one (1) year extension period, upon mutual agreement of the parties. Funding is available in the Fleet Management Fund.

**VENDOR INFORMATION FOR COMMITTEE AGENDA**

None.

**PREVIOUS COUNCIL ACTION**

Approved a one-year contract on 11/7/22.

**BACKGROUND**

This contract establishes discount pricing for the purchase of Ford original equipment manufacturer (OEM) automotive parts most commonly used in repairing the City's general vehicle fleet. There was no price increase during the last extension period. This is the second of three extension periods.

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 thirty (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 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. This contract will be the responsibility of and administered by the vendor and the City of Laredo Fleet Department.

Current Pricing:

		<u>Sames Motor Co.</u>	<u>Gillie Hyde Ford</u>
Discount Offered		5%	Dealer Cost: 0%
Product I.D. (Mfr.)		Ford	Ford
		Primary Vendor	Secondary Vendor

A complete bid tabulation is attached.

**COMMITTEE RECOMMENDATION**

None.

**STAFF RECOMMENDATION**

It is recommended that these contracts be renewed.

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**Fiscal Impact**

**Fiscal Year:** 2023  
**Budgeted Y/N?:** Yes  
**Source of Funds:** Fleet Maintenance Fund  
**Account #:** 59328105332071  
**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.

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## **Attachments**

Bid Tab FY22-029

Contracts FY22-029

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City of Laredo  
Purchasing Division

RENEWAL NOTICE

July 19, 2023.

Mr. Mike Hyde  
Gillie Hyde Ford  
610 Happy Valley Road  
Glasgow, Kentucky 42141

Re: FY22-029 Ford OEM Parts  
Fleet Department  
Extension II

Dear Mr. Hyde,


This is to inform you that the contract FY22-029 which was approved by the City Council on January 18, 2022 is up for an early renewal. All parts will be secured on an as needed basis and all orders will be assigned a duly authorized purchase order. This is the second of three extension periods.

Contract Pricing:

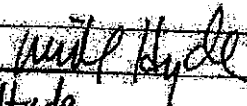
Dealer Cost: 0%  
Product I.D.: Ford

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

Xo: Purchasing File

Gillie Hyde Ford	
Accept <input checked="" type="checkbox"/>	Reject <input type="checkbox"/>
Authorized Signature: 	
Print Name: Mike Hyde	
Date: 7-19-23	





**City of Laredo**  
**Purchasing Division**  
**RENEWAL NOTICE**

July 19, 2023

Mr. Gilberto Trevino  
Sames Motor Company  
6001 San Dario Avenue  
Laredo, Texas 78041

Re: FY22-029 Ford OEM Parts  
Fleet Department  
Extension II

Dear Mr. Trevino,

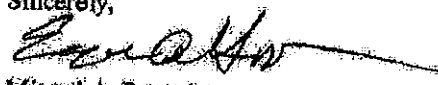
This is to inform you that the contract FY22-029 which was approved by the City Council on January 18, 2022 is up for an early renewal. All parts will be secured on an as needed basis and all orders will be assigned a duly authorized purchase order. This is the second of three extension periods. Your company is the primary vendor for this contract.

Contract Pricing:

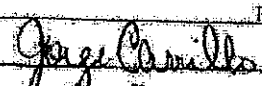
Discount Offered 3%  
Product I.D. Ford

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

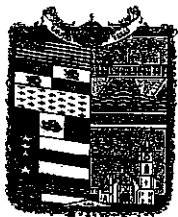
Sincerely,

  
Miguel A. Pescador  
Purchasing Agent

Xc: Purchasing File

Sames Motor Company	
Accept <input checked="" type="checkbox"/>	Reject <input type="checkbox"/>
Authorized Signature: 	
Print Name: <u>Jorge Carrillo</u>	
Date: <u>7-19-2023</u>	

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



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

November 8, 2022

Mr. Gilberto Trevino  
Sames Motor Company  
6001 San Dario Avenue  
Laredo, Texas 78041

Re: Ford OEM Parts  
Contract FY22-029  
Extension I

Dear Mr. Trevino,

This is to inform you that contract renewal FY22-029 was approved by City Council on November 7, 2022. The term of this contract shall be for a period of one year. This contract has two one (1) year extension periods. Your company will be the primary vendor for this contract.

Contract Pricing:

Discount Offered	5%
Product I.D.	Ford

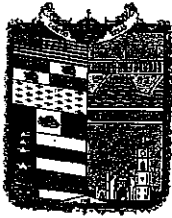
If there are any questions regarding this letter of award, please feel free to call me at (956) 794-1731.

Sincerely,

A handwritten signature in black ink, appearing to read "Miguel A. Pescador", is written over a horizontal line.

Miguel A. Pescador  
Purchasing Agent

Xc: Purchasing File



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

November 8, 2022

Mr. Mike Hyde  
Gillie Hyde Ford  
610 Happy Valley Road  
Glasgow, Kentucky 42141

Re: Ford OEM Parts  
Contract FY22-029  
Extension I

Dear Mr. Hyde,

This is to inform you that contract renewal FY22-029 was approved by City Council on November 7, 2022. The term of this contract shall be for a period of one year. This contract has two one (1) year extension periods. Your company will be the secondary vendor for this contract.

Contract Pricing:

Dealer Cost	0%
Product I.D.	Ford

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

Sincerely,

A handwritten signature in black ink, appearing to read "Miguel A. Pescador".

Miguel A. Pescador  
Purchasing Agent

Xc: Purchasing File

**City Council-Regular**

**Meeting Date:** 11/07/2022

**Initiated By:** Riazul Mia, Assistant City Manager

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

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**SUBJECT**

Consideration to renew supply contract FY22-029 for the purchase of Ford Original Equipment Manufacturer (OEM) automotive parts for the City's fleet vehicles with:

1. Sames Motor Company, Laredo, Texas in an amount up to \$250,000.00 (Primary Vendor);
2. Gillie Hyde Ford, Glasgow, Kentucky in an amount up to \$100,000.00 (Secondary Vendor).

All parts 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. There was no price increase during the last extension period. This contract can be renewed two (2) additional one (1) year extension periods, upon mutual agreement of the parties. Funding is available in the Fleet Management Fund.

**VENDOR INFORMATION FOR COMMITTEE AGENDA**

None.

**PREVIOUS COUNCIL ACTION**

Approved a one-year contract on 1/18/22.

**BACKGROUND**

This contract establishes discount pricing for the purchase of Ford original equipment manufacturer (OEM) automotive parts most commonly used in repairing the City's general vehicle fleet. There was no price increase during the last extension period. This is the first of three extension periods.

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 thirty (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 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.

Current Pricing:

		<u>Sames Motor Co.</u>	<u>Gillie Hyde Ford</u>	
Discount Offered		5%	Dealer Cost: 0%	
Product I.D. (Mfr.)		Ford	Ford	
		Primary Vendor	Secondary Vendor	

A complete bid tabulation is attached.

**COMMITTEE RECOMMENDATION**

None.

**STAFF RECOMMENDATION**

It is recommended that these contracts be renewed.

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**Fiscal Impact**

**Fiscal Year:** 2023  
**Budgeted Y/N?:** Yes  
**Source of Funds:** Fleet Maintenance Fund  
**Account #:** 59328105332071  
**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.

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## Attachments

Bid Tab FY22-029  
FY22-029 Contracts

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**City of Laredo  
Purchasing Division**

**RENEWAL NOTICE**

October 24, 2022

Mr. Mike Hyde  
Gillie Hyde Ford  
610 Happy Valley Road  
Glasgow, Kentucky 42141

Re: FY22-029 Ford OEM Parts  
Fleet Department  
Extension I

Dear Mr. Hyde,

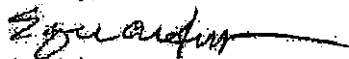
This is to inform you that the contract FY22-029 which was approved by the City Council on January 18, 2022 is up for renewal. All tires will be secured on an as needed basis and all orders will be assigned a duly authorized purchase order. This is the first of three extension periods.

Contract Pricing:

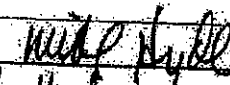
Dealer Cost 0%  
Product I.D. Ford

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

Xo: Purchasing File

Gillie Hyde Ford	
Accept <input checked="" type="checkbox"/>	Reject <input type="checkbox"/>
Authorized Signature: 	
Print Name: Mike Hyde	
Date: 10-24-22	

City of Laredo - Purchasing Division, 5512 Thomas Ave., Laredo, Texas 78041  
Phone (956) 794-1731 Fax 790-1803



**City of Laredo  
Purchasing Division  
RENEWAL NOTICE**

October 24, 2022

Mr. Gilberto Trevino  
Sames Motor Company  
6001 San Dario Avenue  
Laredo, Texas 78041

Re: FY22-029 Ford OEM Parts  
Fleet Department  
Extension I

Dear Mr. Trevino,

This is to inform you that the contract FY22-029 which was approved by the City Council on January 18, 2022 is up for renewal. All tires will be secured on an as needed basis and all orders will be assigned a duly authorized purchase order. This is the first of three extension periods. Your company is the primary vendor for this contract.

Contract Pricing:

Discount Offered 5%  
Product I.D. Ford

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

Sames Motor Company	
<input checked="" type="checkbox"/> Accept	<input type="checkbox"/> Reject
Authorized Signature:	
Print Name: <u>Gilberto Trevino</u>	
Date: <u>10/26/2022</u>	





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

January 19, 2022

Mr. Gilberto Trevino  
Sames Motor Company  
6001 San Dario Avenue  
Laredo, Texas 78041

Re: Ford OEM Parts  
Contract FY22-029

Dear Mr. Trevino,

This is to inform you that contract FY22-029 was approved by City Council on January 18, 2022. The term of this contract shall be for a period of one year. This contract has three one (1) year extension periods. Your company will be the primary vendor for this contract.

**Contract Pricing:**

Discount Offered 5%  
Product I.D. Ford

**Statutory Requirement to File Form 1295:**

Texas Government Code Section 2252.908 and the Texas Ethics Commission ("TEC") Rules require certain business entities to submit a Form 1295 to certain governmental entities in Texas in connection with certain contracts, including bond purchase agreements that fit within the scope of the law. Failure to submit 1295 within 10 business days can result in cancelation of this contract. I have attached the link for form 1295 which must be completed and submitted electronically to the State of Texas Ethics Commission. [https://www.ethics.state.tx.us/whatsnew/FAQ\\_Form1295.html](https://www.ethics.state.tx.us/whatsnew/FAQ_Form1295.html). You scan and email a copy to [mpescador@ci.laredo.tx.us](mailto:mpescador@ci.laredo.tx.us). If there are any questions regarding this authorization, please feel free to call me at (956) 794-1731.

Sincerely,

A handwritten signature in black ink, appearing to read "Miguel A. Pescador".

Miguel A. Pescador  
Purchasing Agent

Xc: Purchasing File



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

January 19, 2022

Mr. Mike Hyde  
Gillie Hyde Ford  
610 Happy Valley Road  
Glasgow, Kentucky 42141

Re: Ford OEM Parts  
Contract FY22-029

Dear Mr. Hyde,

This is to inform you that contract FY22-029 was approved by City Council on January 18, 2022. The term of this contract shall be for a period of one year. This contract has three one (1) year extension periods. Your company will be the secondary vendor for this contract.

**Contract Pricing:**

Dealer Cost	0%
Product I.D.	Ford

**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 scan and email a copy to [mpescador@ci.laredo.tx.us](mailto: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:** 01/18/2022

**Initiated By:** Riazul Mia, Assistant City Manager

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

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**SUBJECT**

Consideration to award supply contract FY22-029 for the purchase of Ford Original Equipment Manufacturer (OEM) automotive parts for the City's fleet vehicles to:

1. Sames Motor Company, Laredo, Texas in an amount up to \$250,000.00 (Primary Vendor);
2. Gillie Hyde Ford, Glasgow, Kentucky in an amount up to \$100,000.00 (Secondary Vendor).

All parts 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. 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 Management Fund.

**VENDOR INFORMATION FOR COMMITTEE AGENDA**

None.

**PREVIOUS COUNCIL ACTION**

None.

**BACKGROUND**

The City received two bids through Cit-E-Bid for awarding a supply contract for auto parts for the Fleet Department. This contract establishes discount pricing for the purchase of Ford original equipment manufacturer (OEM) automotive parts most commonly used in repairing the City's general vehicle fleet. Staff has reviewed the bids and is recommending that Sames Motor Company be the primary vendor and Gillie Hyde Ford be the secondary vendor for this 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 thirty (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 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.

**Summary:**

	<b>Sames Motor Co.</b>	<b>Gillie Hyde Ford</b>	
Discount Offered	5%	Dealer Cost: 0%	
Product I.D. (Mfr.)	Ford	Ford	
	Primary Vendor	Secondary Vendor	

A complete bid tabulation is attached.

**COMMITTEE RECOMMENDATION**

None.

**STAFF RECOMMENDATION**

It is recommended that these contracts be approved.

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	<b>Fiscal Impact</b>
<b>Fiscal Year:</b>	2022
<b>Budgeted Y/N?:</b>	Yes
<b>Source of Funds:</b>	Fleet Maintenance Fund
<b>Account #:</b>	59328105332071
<b>Change Order: Exceeds 25% Y/N:</b>	

**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.

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## Attachments

FY22-029 Contracts

Bid Tab FY22-029

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## GILLIE HYDE FORD Information

Address: 600 HARRY VAUGHN ROAD

Waco, TX 76702

Phone: (202) 651-2125

Email: [parts@gilliehyde.com](mailto:parts@gilliehyde.com)

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

Mike Hyde

Signature

Submitted at 12/15/2021 4:50:57 PM

[parts@gilliehyde.com](mailto:parts@gilliehyde.com)

Email

## Response Attachments

### Price Schedule.PDF

Price Schedule

### Business Questionnaire.PDF

Business Questionnaire

### Conflict of Interest.PDF

Conflict of Interest

### Affidavit.PDF

Affidavit

### Discretionary contracts.PDF

Discretionary Contracts

### Oath.PDF

Oath

### Interested Parties.PDF

Interested parties

## Bid Attributes

### 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".

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

Gillie Hyde Ford Lincoln Inc. Mike Hyde 270-651-2125

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

68 years

**SAMES MOTOR COMPANY Information**

Company: SAMES MOTOR COMPANY  
 Address: 3007 SAUNDERS AVE  
 Phone: 956-721-4730  
 Fax: 956-721-4730  
 Email: gtrevino@sames.net  
 Web Address: WWW.SAMESMOTOR.COM

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

Martha A Navarro for Gilberto Trevino

Signature

gtrevino@sames.net

Email

Submitted at 12/21/2021 10:48:05 AM

## Supplier Note

Manual Submittal

## Bid Attributes

### 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".

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

Sames Motor Company, Inc. ; Gilberto Trevino- Controller ; 956-721-4730 - gtrevino@sames.net

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

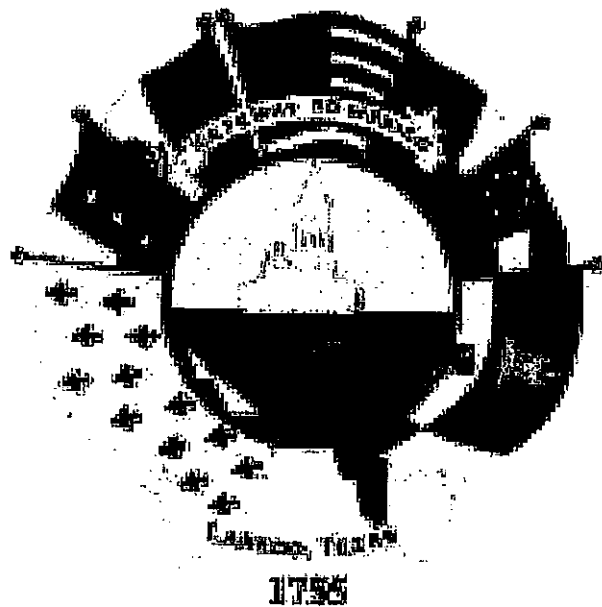
54 years

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

Sames Motor Company

### 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.



## **FY22-029 Ford Captive Parts SAMES MOTOR COMPANY Supplier Response**

### **Event Information**

Number: FY22-029 Ford Captive Parts  
Title: FY22-029 Ford Captive Parts  
Type: Request For Bid  
Issue Date: 12/1/2021  
Deadline: 12/20/2021 05:00 PM (CT)  
Notes: **MANUAL BID DROP-OFF PROCEDURES**

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

1. Please make sure that the proposal is in a sealed envelope marked with the following:

- Name of Proposal
- Name of Company submitting Proposal
- Address of Company submitting Proposal

2. Place Proposal 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.

3. 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

## **SAMES MOTOR COMPANY Information**

Contact: OSCAR@SAMES.NET  
Address: 8001 SAN CARLO AVE  
LAREDO, TX 78041  
Phone: (956) 721-4700  
Fax: (956) 721-4738  
Email: OSCAR@SAMES.NET  
Web Address: WWW.SAMESFORD.COM

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

Martha A Navarro for Gilberto Trevino

Signature

gtrevino@sames.net

Email

Submitted at 12/21/2021 10:48:05 AM

## **Supplier Note**

Manual Submittal

## **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**

Sames Motor Company, Inc. ; Gilberto Trevino- Controller ; 956-721-4730 - gtrevino@sames.net

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

54 years

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

Sames Motor Company

### **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, 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?

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/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.

**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 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	<b>Disclosure Form</b> For details on use of this form, see Section 4.01 of the City's Ethics Code.
1 3	<b>This is a</b> <div style="border: 1px solid black; padding: 2px; display: inline-block;">New Submission</div>
1 4	<b>Question 1. Name of person submitting this disclosure form</b> Please include First Name, Middle Initial, Last Name and Suffix (if applicable) <div style="border: 1px solid black; padding: 2px; display: inline-block;">Gilberto Trevino</div>
1 5	<b>Question 2. Contract Information</b> Please include the following: a)Contract or Project Name b)Originating Department <div style="border: 1px solid black; padding: 2px; display: inline-block;">FY22-029 Ford Captive Parts</div>
1 6	<b>Question 3. Name of individual(s) or entity(ies) seeking a contract with the city (i.e. parties to the contract)</b> <div style="border: 1px solid black; padding: 2px; display: inline-block;">Sames Motor Company, Inc.</div>
1 7	<b>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.</b> <div style="border: 1px solid black; padding: 2px; display: inline-block;">Not Applicable</div>
1 8	<b>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</b> 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. <div style="border: 1px solid black; padding: 2px; display: inline-block;">No response</div>
1 9	<b>Question 5. List any individuals or entities that will be subcontractors on this contract</b> <div style="border: 1px solid black; padding: 2px; display: inline-block;">Not Applicable</div>
2 0	<b>Question 5. List any individuals or entities that will be subcontractors on this contract</b> If you selected Not Applicable on Question 5, please skip this section. If it applies to you, please list subcontractors in this section. <div style="border: 1px solid black; padding: 2px; display: inline-block;">No response</div>
2 1	<b>Question 6. List any attorneys, lobbyists, or consultants that have been retained to assist in seeking this contract</b> <div style="border: 1px solid black; padding: 2px; display: inline-block;">Not Applicable</div>
2 2	<b>Question 6. List any attorneys, lobbyists, or consultants that have been retained to assist in seeking this contract</b> 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. <div style="border: 1px solid black; padding: 2px; display: inline-block;">No response</div>

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/office of subcontracting entity for the contract (Question 5) e) The spouse of any individual listed in response to (a) through (d) above f) Any attorney, lobbyist, or consultant retained to assist in seeking contract (Question 6)

2  
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.

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?

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.

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 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 (I have read and understand this section)

2  
9**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 (I have read and understand this section)

3  
0**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 acknowledged that I have been advised (I have acknowledged that I have been advised)

3 1	<b>Question 11. Oath</b> Please complete in this section the required information for your company: 1) Name 2) Title 3) Company or DBA 4) Date Gilberto Trevino Controller Sames Motor Co., Inc 12/16/2021
3 2	<b>Question 12. Oath</b> 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. <input checked="" type="checkbox"/> I swear or affirm information is correct (I swear or affirm information is correct)
3 3	<b>Company Information Questionnaire</b> <input checked="" type="checkbox"/> I have completed this section (I have completed this section)
3 4	<b>Conflict of Interest Questionnaire</b> <input checked="" type="checkbox"/> I have completed this section (I have completed this section)
3 5	<b>Non-Collusive Affidavit</b> <input checked="" type="checkbox"/> I have completed and included this form (I have completed and included this form)
3 6	<b>Discretionary Contracts Disclosure</b> <input checked="" type="checkbox"/> I have completed this section (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 (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 by going to the following link: <https://cityoflaredo.ionwave.net/Login.aspx>
- (b) Unless otherwise noted on the Notice to Bidders cover sheet, all hand delivered bids must be submitted to the Office of the City Secretary, City Hall, 1110 Houston Street.
- (c) Bids forms can be downloaded and printed through Cit-E-Bid. **Mailed Bids (i.e. USPS, FedEx, UPS), telegraphic, email or facsimile bids will not be considered.**
- (d) Samples, when required, must be submitted within the time specified, at no expense to the City of Laredo. If not destroyed or used up during testing, samples will be returned upon request at the bidder's expense.
- (e) Bids must be valid for a minimum period of sixty (60) days. An extension to hold bid pricing for actual quantity bids may be requested by the City.

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

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

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

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

**7.0 CLARIFICATION OR OBJECTION TO BID SPECIFICATIONS** If any person contemplating submitting a bid for this contract is in doubt as to the true meaning of the specifications, or other bid documents or any part thereof, they may submit to the City Purchasing Agent on or before seven (7) calendar days prior to the scheduled bid deadline a request for clarification which must be submitted in writing through email seven (7) days prior to the scheduled date for opening to: CITY OF LAREDO PURCHASING AGENT Miguel A. Pescador 5512 Thomas Ave, Laredo, TX 78041 [mpescador@ci.laredo.tx.us](mailto: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 responsive responsible bidder)**, in accordance to the provisions of Chapters 252 and 271 of the State of Texas – Local Government Code.

Definition of lowest responsive and responsible bidder as per the Institute for Public Procurement is:

**"Lowest Responsive and Responsible Bidder: The bidder who fully complied with all of the bid requirements and whose past performance, reputation, and financial capability is deemed acceptable, and who has offered the most advantageous pricing or cost benefit, based on the criteria stipulated in the bid documents."**

(b) The City reserves the right to accept any item or group of items in the bid specifications, unless the bidder qualifies 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 to 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 956-791-7000 jjolly@ci.laredo.tx.us 1110  
Houston St. Laredo, TX 78040.

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

## Bid Lines

### Package Header

Section I: Ford Captive Parts

Quantity: 1 UOM: PKG Total: \$13,233.78

Manufacturer: Ford OEM Parts/Service

Item Notes: Please submit "0" for unit price

### Package Items

#### 1.1 Strut

Quantity: 1 UOM: EA Price: \$92.45 Total: \$92.45

Manufacturer: Ford Captive OEM Part

Manufacturer #: FB5Z18124J

#### 1.2 Hub Assembly

Quantity: 1 UOM: EA Price: \$141.75 Total: \$141.75

Manufacturer: Ford Captive OEM Part

Manufacturer #: BB5Z1104A

#### 1.3 Axle

Quantity: 1 UOM: EA Price: \$193.20 Total: \$193.20

Manufacturer: Ford Captive OEM Part

Manufacturer #: 6W1Z4234A

#### 1.4 Fan Motor

Quantity: 1 UOM: EA Price: \$219.45 Total: \$219.45

Manufacturer: Ford Captive OEM Part

Manufacturer #: 8W1Z8C607B

#### 1.5 Alternator

Quantity: 1 UOM: EA Price: \$233.58 Total: \$233.58

Manufacturer: Ford Captive OEM Part

Manufacturer #: 3W1Z10346CA

#### 1.6 P/S Pump

Quantity: 1 UOM: EA Price: \$124.95 Total: \$124.95

Manufacturer: Ford Captive OEM Part

Manufacturer #: F85Z3A674ABRM

**1.7 17" Wheel**

Quantity: 1 UOM: EA Price: \$44.60 Total: \$44.60  
Manufacturer: Ford Captive OEM Part  
Manufacturer #: 7W7Z1007C

**1.8 Arm Assembly**

Quantity: 1 UOM: EA Price: \$147.00 Total: \$147.00  
Manufacturer: Ford Captive OEM Part  
Manufacturer #: GB5Z3078D

**1.9 Radiator**

Quantity: 1 UOM: EA Price: \$144.25 Total: \$144.25  
Manufacturer: Ford Captive OEM Part  
Manufacturer #: 3W1Z8005AH

**1.10 Headlamp**

Quantity: 1 UOM: EA Price: \$40.55 Total: \$40.55  
Manufacturer: Ford Captive OEM Part  
Manufacturer #: YW7Z 13008AB

**1.11 Alternator**

Quantity: 1 UOM: EA Price: \$173.25 Total: \$173.25  
Manufacturer: Ford Captive OEM Part  
Manufacturer #: 6W7Z 10346AA

**1.12 Fuel Pump**

Quantity: 1 UOM: EA Price: \$307.65 Total: \$307.65  
Manufacturer: Ford Captive OEM Part  
Manufacturer #: BW1Z9H307A

**1.13 Coil Pack**

Quantity: 1 UOM: EA Price: \$41.69 Total: \$41.69  
Manufacturer: Ford Captive OEM Part  
Manufacturer #: 3W7Z12029AA

**1.14 Manifold Assembly**

Quantity: 1 UOM: EA Price: \$189.00 Total: \$189.00  
Manufacturer: Ford Captive OEM Part  
Manufacturer #: 9W7Z9424A

**1.15 Arm Assembly**

Quantity: 1 UOM: EA Price: \$142.80 Total: \$142.80  
Manufacturer: Ford Captive OEM Part  
Manufacturer #: GB5Z3079G

**1.16 Alternator**

Quantity: 1 UOM: EA Price: \$173.25 Total: \$173.25  
Manufacturer: Ford Captive OEM Part  
Manufacturer #: F8AZ10346ABRM

**1.17 Wheel**

Quantity: 1 UOM: EA Price: \$44.60 Total: \$44.60  
Manufacturer: Ford Captive OEM Part  
Manufacturer #: 7W7Z1007C

**1.18 A/C Condenser**

Quantity: 1 UOM: EA Price: \$157.50 Total: \$157.50  
Manufacturer: Ford Captive OEM Part  
Manufacturer #: BW7Z19712A

**1.19 Wheel**

Quantity: 1 UOM: EA Price: \$89.93 Total: \$89.93  
Manufacturer: Ford Captive OEM Part  
Manufacturer #: DG1Z1015A

**1.20 DPF Filter**

Quantity: 1 UOM: EA Price: \$3,352.65 Total: \$3,352.65  
Manufacturer: Ford Captive OEM Part  
Manufacturer #: CC3Z5H270B

**1.21 DEF Fuel Pump**

Quantity: 1 UOM: EA Price: \$454.65 Total: \$454.65  
Manufacturer: Ford Captive OEM Part  
Manufacturer #: BC3Z5L227K

**1.22 Evaporator Housing**

Quantity: 1 UOM: EA Price: \$658.49 Total: \$658.49  
Manufacturer: Ford Captive OEM Part  
Manufacturer #: 9C3Z19B555A

**1.23 ABS Module**

Quantity: 1 UOM: EA Price: \$312.90 Total: \$312.90  
Manufacturer: Ford Captive OEM Part  
Manufacturer #: 8L3Z2C219A

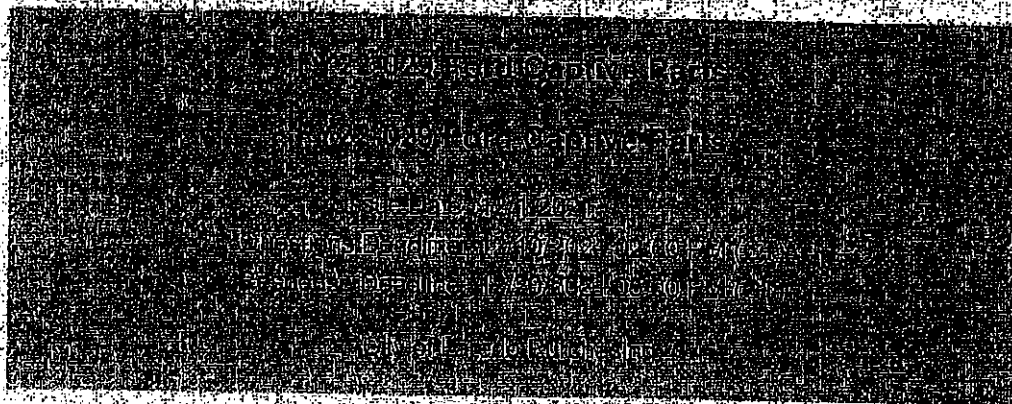
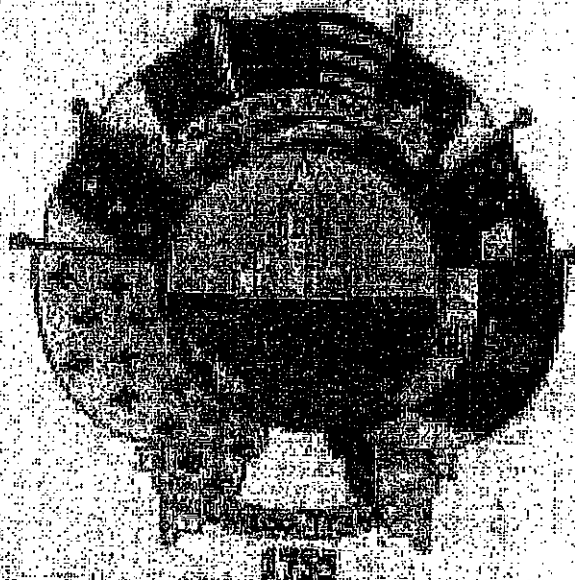
**1.24 Catalytic Converter**

Quantity: 1 UOM: EA Price: \$1,380.75 Total: \$1,380.75  
Manufacturer: Ford Captive OEM Part  
Manufacturer #: 9C3Z5H267B

**1.25 Manifold Converter**Quantity: 1 UOM: EA Price: \$490.35 Total: \$490.35Manufacturer: Ford Captive OEM PartManufacturer #: BG1Z5G232C**1.26 Tail Light Assembly**Quantity: 1 UOM: EA Price: \$306.83 Total: \$306.83Manufacturer: Ford Captive OEM PartManufacturer #: BB5Z13405C**1.27 Injector Kit**Quantity: 1 UOM: EA Price: \$289.21 Total: \$289.21Manufacturer: Ford Captive OEM PartManufacturer #: BC3Z9H529A**1.28 Gear (Rack & Pinion)**Quantity: 1 UOM: EA Price: \$397.95 Total: \$397.95Manufacturer: Ford Captive OEM PartManufacturer #: 7T1Z3A500A**1.29 Gear Assembly**Quantity: 1 UOM: EA Price: \$937.65 Total: \$937.65Manufacturer: Ford Captive OEM PartManufacturer #: EL3Z3504BE**1.30 DEF Filter (HD)**Quantity: 1 UOM: EA Price: \$1,950.90 Total: \$1,950.90Manufacturer: Ford Captive OEM PartManufacturer #: 9C3Z5H221B**2 Package Header**

Section I: Ford Captive Parts

Quantity: 1 UOM: PkgManufacturer: Ford OEM Parts/ServiceItem Notes: Please submit "0" for unit price**Package Items****2.1 Percentage Discount**Quantity: 1 UOM: Percent Total: 5%Manufacturer: Ford Captive OEM Part**Response Total: \$13,233.78**



### 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



## Bid Attachments

FY22-029 Ford Captive Parts.pdf

FY22-029 Ford Captive Parts

Download

## Bid Attributes

1	<b>Questionnaire Description</b> "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	<b>Name of Offeror (Business) and Name &amp; Phone Number of Authorized Person to sign bid</b> Sames Motor Company, Inc. Gilberto Trevino - Controller 956-721-4730 - gtrevino@sames.net (Required: Maximum 1000 characters allowed)
3	<b>State how long under has the business been in its present business name</b> 54 years (Required: Maximum 1000 characters allowed)
4	<b>If applicable, list all other names under which the Business identified above operated in the last five years</b> Sames Motor Company (Required: Maximum 4000 characters allowed)
5	<b>State if the Company is a certified minority business enterprise</b> 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.



### 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 government or other public entity requested or required enforcement of any of its rights under a surety agreement on the basis of default or in lieu of declaring the Business at default?

1. NO

2. NO

3. NO

4. NO

5. NO

(Required: Maximum 4000 characters allowed)

### Questions Part 2

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

1. NO

2. NO

3. NO

(Required: Maximum 4000 characters allowed)

State if the Company is a certified minority business enterprise

☐ Historically Underutilized Business (HUB) ☐ Small Disadvantaged Business Enterprise (SCBE)

☐ Disadvantaged Business Enterprise (DBE) ☐ Other

☒ This company is not a certified minority business

(Required: Check only one)

### 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 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.

### 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(e). 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.

### 11 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 ☐ No

(Required: Check only one)

### 12 Disclosure Form

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

### 13 This is a

☒ New Submission ☐ Correction ☐ Update to previous submission

(Required: Check only one)

### 14 Question 1. Name of person submitting this disclosure form

Please include First Name, Middle Initial, Last Name and Suffix (if applicable)

Gilberto A. Trevino

(Required: Maximum 1000 characters allowed)

**Question 2. Contract Information**

Please include the following: a) Contract or Project Name b) Originating Department

FY 22-029 FORD CAPTIVE PARTS

(Required: Maximum 4000 characters allowed)

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

Sames Motor Company, Inc.

(Required: Maximum 4000 characters allowed)

**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 ☐ It applies to my business

(Required: Check only one)

**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.

(Optional: Maximum 4000 characters allowed)

**Question 6. List any individuals or entities that will be subcontractors on this contract**

☒ Not Applicable ☐ It applies to my business

(Required: Check only one)

**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.

(Optional: Maximum 4000 characters allowed)

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

☒ Not Applicable ☐ It applies to my business

(Required: Check only one)

**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.

(Optional: Maximum 4000 characters allowed)

**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 ☐ It applies to my business

(Required: Check only one)

**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.

(Optional: Maximum 4000 characters allowed)

**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 aware of conflict of interest ☒ I am not aware of any conflict of interest  
(Required: Check only one)

**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.


(Optional: Maximum 1000 characters allowed)

**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 change 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  
(Required: Check if applicable)

**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 on 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  
(Required: Check if applicable)

**Question 11: Conflict of Interest Questionnaire (CIO)**

Chapter 178 of the Local Government Code requires contractor and vendors to submit a Conflict of Interest Form (CIO) to the Office of the City Secretary.

☒ I have acknowledge that I have been advised  
(Required: Check if applicable)



3	<b>Question 11: Oath</b> Please complete in this section the required information for your company: 1) Name 2) Title 3) Company or DBA 4) Date 1. Gilberto A. Trevino 2. Controller 3. Sames Motor Oil, Inc. 4. 12/16/2021 (Required: Maximum 4000 characters allowed)
2	<b>Question 12: Oath</b> 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. <input checked="" type="checkbox"/> I swear or affirm information is correct. (Required: Check if applicable)
1	<b>Company Information Questionnaire</b> <input checked="" type="checkbox"/> I have completed this section. (Required: Check if applicable)
1	<b>Conflict of Interest Questionnaire</b> <input checked="" type="checkbox"/> I have completed this section. (Required: Check if applicable)
3	<b>Non-Collusive Affidavit</b> <input checked="" type="checkbox"/> I have completed and included this form. (Required: Check if applicable)
3	<b>Discretionary Contracts Disclosure</b> <input checked="" type="checkbox"/> I have completed this section. (Required: Check if applicable)

### 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/ec/1295-info.htm>. Implementation of House Bill 1295 Certificate of Interested Parties 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 6, 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 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. 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.  
(Required Check if applicable)

### 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, at 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 CTE 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 as specified. Bidder is required to state exactly what they intend to furnish; otherwise bidder shall be required to furnish the items as specified.

**3.0 SUBMISSION OF BIDS**

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

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

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

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

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

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

(a) Bidder misstates or conceals any material fact in the bid.

(b) Bid does not strictly conform to the law or the requirements of the bid.

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

(d) If bids are conditional, Bidder may qualify their bid for acceptance by the City on an "ALL OR NONE" basis. An "ALL OR NONE" basis bid must include all items in the specifications.

(e) In the event that a bidder is delinquent in the payment of City taxes on the day the bids are opened, including state and local taxes, such fact shall constitute grounds for rejection of the bid or cancellation of the contract. A bidder is considered delinquent, regardless of any contract or agreed judgments to pay such delinquent taxes.

(f) No bid submitted herein shall be considered unless the bidder warrants that, upon execution of a contract with the City of Laredo, bidder will not engage in employment practices such as discriminating against employees because of race, color, sex, creed, or national origin; bidder will submit such reports as the City may therefore require assuring compliance with said practices.

(g) The City may reject all bids or any part of a bid whenever it is deemed necessary.

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

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

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

**7.0 CLARIFICATION OR OBJECTION TO BID SPECIFICATIONS** If any person contemplating submitting a bid for this contract is in doubt as to the true meaning of the specifications, or other bid documents or any part thereof, they may submit to the City Purchasing Agent on or before seven (7) calendar days prior to the scheduled bid deadline a request for clarification which must be submitted in writing through email seven (7) days prior to the scheduled date for opening to: CITY OF LAREDO PURCHASING AGENT Miguel A. Pescador 5512 Thomas Ave, Laredo, TX 78041 [mpescador@cityoflaredo.tx.us](mailto:mpescador@cityoflaredo.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 responsive responsible bidder), in accordance to the provisions of Chapters 262 and 271 of the State of Texas - Local Government Code.

Definition of lowest responsive and responsible bidder as per the Institute for Public Procurement is:

*"Lowest Responsive and Responsible Bidder: The bidder who fully complied with all of the bid requirements and whose past performance, reputation, and financial capability is deemed acceptable, and who has offered the most advantageous pricing or cost benefit, based on the criteria stipulated in the bid documents."*

(b) The City reserves the right to accept any item or group of items in the bid specifications, unless the bidder qualifies 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  
(Required: Check if applicable)

## Bid Lines

### Package Header

Section I: Ford Captive Parts

Quantity: 1 UOM: PKG

Total: \$ 0

Manufacturer: Ford OEM Parts/Service

Item Notes: Please submit "0" for unit price

Supplier Notes:

### Package Items

#### 1.1 Strut

Quantity: 1 UOM: EA

Price: \$ 92.45

Total: \$ 92.45

Manufacturer: Ford Captive OEM Part

Manufacturer #: BB5Z16124J

Supplier Notes:

#### 1.2 Hub Assembly

Quantity: 1 UOM: EA

Price: \$ 141.75

Total: \$ 141.75

Manufacturer: Ford Captive OEM Part

Manufacturer #: BB5Z1104A

Supplier Notes:

#### 1.3 Axle

Quantity: 1 UOM: EA

Price: \$ 193.20

Total: \$ 193.20

Manufacturer: Ford Captive OEM Part

Manufacturer #: 6W1Z4234A

Supplier Notes:

#### 1.4 Fan Motor

Quantity: 1 UOM: EA

Price: \$ 219.45

Total: \$ 219.45

Manufacturer: Ford Captive OEM Part

Manufacturer #: 8W1Z8C807B

Supplier Notes:

**1.5 Alternator**

Quantity: 1 UOM: EA Price: \$ 233.58 Total: \$ 233.58  
FY 22-029 FD CAPTIVE PARTS  
Manufacturer: Ford Captive OEM Part  
Manufacturer #: 3WIZ10348CA  
Supplier Notes:

☐ No bid  
☐ Additional notes  
☐ Add/replace part

**1.6 P/S Pump**

Quantity: 1 UOM: EA Price: \$ 124.95 Total: \$ 124.95  
Manufacturer: Ford Captive OEM Part  
Manufacturer #: F85Z3A874ABRM  
Supplier Notes:

☐ No bid  
☐ Additional notes  
☐ Add/replace part

**1.7 17" Wheel**

Quantity: 1 UOM: EA Price: \$ 44.60 Total: \$ 44.60  
Sams Motor Company, Inc.  
Manufacturer: Ford Captive OEM Part  
Manufacturer #: 7W7Z1007C  
Supplier Notes:

☐ No bid  
☐ Additional notes  
☐ Add/replace part

**1.8 Arm Assembly**

Quantity: 1 UOM: EA Price: \$ 147.00 Total: \$ 147.00  
Manufacturer: Ford Captive OEM Part  
Manufacturer #: GB6Z3078D  
Supplier Notes:

☐ No bid  
☐ Additional notes  
☐ Add/replace part

**1.9 Radiator**

Quantity: 1 UOM: EA Price: \$ 144.25 Total: \$ 144.25  
Manufacturer: Ford Captive OEM Part  
Manufacturer #: 3VUZ8005AH  
Supplier Notes:

☐ No bid  
☐ Additional notes  
☐ Add/replace part

**1.10 Headlamp**

Quantity: 1 UOM: EA Price: \$ 40.55 Total: \$ 40.55  
Manufacturer: Ford Captive OEM Part  
Manufacturer #: YW7Z-13008AB  
Supplier Notes:

☐ No bid  
☐ Additional notes  
☐ Add/replace part

### 1.11 Alternator

Quantity: 1 UOM: EA Price: \$ 173.25 Total: \$ 173.25  
 Manufacturer: Ford Captive OEM Part  
 Manufacturer #: 6W7Z 10346AA  
 Supplier Notes:

☐ No Bid  
☐ Add to Bid  
☐ Add to Bid (Not a Bid Item)

### 1.12 Fuel Pump

Quantity: 1 UOM: EA Price: \$ 307.65 Total: \$ 307.65  
 Manufacturer: Ford Captive OEM Part  
 Manufacturer #: BW1Z9H307A  
 Supplier Notes:

☐ No Bid  
☐ Add to Bid  
☐ Add to Bid (Not a Bid Item)

### 1.13 Coil Pack

Quantity: 1 UOM: EA Price: \$ 41.69 Total: \$ 41.69  
 Manufacturer: Ford Captive OEM Part  
 Manufacturer #: 3W7Z12C29AA  
 Supplier Notes:

☐ No Bid  
☐ Add to Bid  
☐ Add to Bid (Not a Bid Item)

### 1.14 Manifold Assembly

Quantity: 1 UOM: EA Price: \$ 189.00 Total: \$ 189.00  
 Manufacturer: Ford Captive OEM Part  
 Manufacturer #: 9W7Z9424A  
 Supplier Notes:

☐ No Bid  
☐ Add to Bid  
☐ Add to Bid (Not a Bid Item)

### 1.15 Arm Assembly

Quantity: 1 UOM: EA Price: \$ 142.80 Total: \$ 142.80  
 Manufacturer: Ford Captive OEM Part  
 Manufacturer #: GB5Z3079G  
 Supplier Notes:

☐ No Bid  
☐ Add to Bid  
☐ Add to Bid (Not a Bid Item)

### 1.16 Alternator

Quantity: 1 UOM: EA Price: \$ 173.25 Total: \$ 173.25  
 Manufacturer: Ford Captive OEM Part  
 Manufacturer #: F8AZ10346ABRM  
 Supplier Notes:

☐ No Bid  
☐ Add to Bid  
☐ Add to Bid (Not a Bid Item)



**1.17 Wheel**

Quantity: 1 UOM: EA Price: \$ 44.60 Total: \$ 44.60  
Manufacturer: Ford Captive OEM Part  
Manufacturer #: 7W7Z1007C  
Supplier Notes:

☐ No Bill  
☐ Additional notes  
W/Attach: 0000000000000000

**1.18 A/C Condenser**

Quantity: 1 UOM: EA Price: \$ 167.50 Total: \$ 167.50  
Manufacturer: Ford Captive OEM Part  
Manufacturer #: BW7Z19712A  
Supplier Notes:

☐ No Bill  
☐ Additional notes  
W/Attach: 0000000000000000

**1.19 Wheel**

Quantity: 1 UOM: EA Price: \$ 68.93 Total: \$ 68.93  
Manufacturer: Ford Captive OEM Part  
Manufacturer #: DG1Z1015A  
Supplier Notes:

☐ No Bill  
☐ Additional notes  
W/Attach: 0000000000000000

**1.20 DPF Filter**

Quantity: 1 UOM: EA Price: \$ 3,352.65 Total: \$ 3,352.65  
Manufacturer: Ford Captive OEM Part  
Manufacturer #: CC3Z5H270B  
Supplier Notes:

☐ No Bill  
☐ Additional notes  
W/Attach: 0000000000000000

**1.21 DEF Fuel Pump**

Quantity: 1 UOM: EA Price: \$ 454.65 Total: \$ 454.65  
Manufacturer: Ford Captive OEM Part  
Manufacturer #: BC3Z61227K  
Supplier Notes:

☐ No Bill  
☐ Additional notes  
W/Attach: 0000000000000000

**1.22 Evaporator Housing**

Quantity: 1 UOM: EA Price: \$ 658.49 Total: \$ 658.49  
Manufacturer: Ford Captive OEM Part  
Manufacturer #: 9C3Z19B555A  
Supplier Notes:

☐ No Bill  
☐ Additional notes  
W/Attach: 0000000000000000

### 1.23 ABS Module

Quantity: 1 UOM: EA Price: \$ 312.90 Total: \$ 312.90

Manufacturer: Ford Captive OEM Part

Manufacturer #: 8L3Z2G219A

Supplier Notes:

☐ No Bid  
☐ Additional Notes  
☐ Attachments

### 1.24 Catalytic Converter

Quantity: 1 UOM: EA Price: \$ 1,380.75 Total: \$ 1,380.75

Manufacturer: Ford Captive OEM Part

Manufacturer #: 9C3Z5H267B

Supplier Notes:

☐ No Bid  
☐ Additional Notes  
☐ Attachments

### 1.25 Manifold Converter

Quantity: 1 UOM: EA Price: \$ 490.35 Total: \$ 490.35

Manufacturer: Ford Captive OEM Part

Manufacturer #: BG4Z5G232C

Supplier Notes:

☐ No Bid  
☐ Additional Notes  
☐ Attachments

### 1.26 Tail Light Assembly

Quantity: 1 UOM: EA Price: \$ 306.83 Total: \$ 306.83

Manufacturer: Ford Captive OEM Part

Manufacturer #: BB5Z13408G

Supplier Notes:

☐ No Bid  
☐ Additional Notes  
☐ Attachments

### 1.27 Injector Kit

Quantity: 1 UOM: EA Price: \$ 289.21 Total: \$ 289.21

Manufacturer: Ford Captive OEM Part

Manufacturer #: BC3Z9H529A

Supplier Notes:

☐ No Bid  
☐ Additional Notes  
☐ Attachments

### 1.28 Gear (Rack & Pinion)

Quantity: 1 UOM: EA Price: \$ 397.95 Total: \$ 397.95

Manufacturer: Ford Captive OEM Part

Manufacturer #: 7T1Z3A300A

Supplier Notes:

☐ No Bid  
☐ Additional Notes  
☐ Attachments

**1.29 Gear Assembly**Quantity: 1 UOM: EA Price: \$ 937.65 Total: \$ 937.65Manufacturer: Ford Captive OEM PartManufacturer #: EL3Z35048E

Supplier Notes:

**1.30 DEF Filter (HD)**Quantity: 1 UOM: EA Price: \$ 1,950.90 Total: \$ 1,950.90Manufacturer: Ford Captive OEM PartManufacturer #: 9C3Z6H221B

Supplier Notes:

**Package Header**Section: Ford Captive PartsQuantity: 1 UOM: Pkg Total: \$ 0Manufacturer: Ford OEM Parts/ServiceItem Notes: Please submit '0' for unit price

Supplier Notes:

**Package Items****2.1 Percentage Discount**Quantity: 1 UOM: Percent Total: 5 %Manufacturer: Ford Captive OEM Part

Supplier Notes:

## Supplier Information

Company Name: Sames Motor Company, Inc

Contact Name: Jorge Carrillo

Address: 6001 San Darlo Ave

Laredo, TX 78041

Phone: 956-721-4700

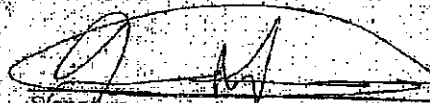
Fax: 956-717-2658

Email: gtrevino@sames.net

## Supplier Notes

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

Gilberto A. Trevino  
Print Name

  
Signature



FORM 1295

3 of 1

OFFICE USE ONLY  
CERTIFICATION OF FILING

Date Filed:  
12/16/2021

**Date Acknowledged:**

**SAMES MOTOR COMPANY**  
Laredo, TX-United States

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 Purchasing

FY22-029

## Ford Captive Parts

5. Check only if there is NO Interested Party.



## 6. UNSWORN DECLARATION

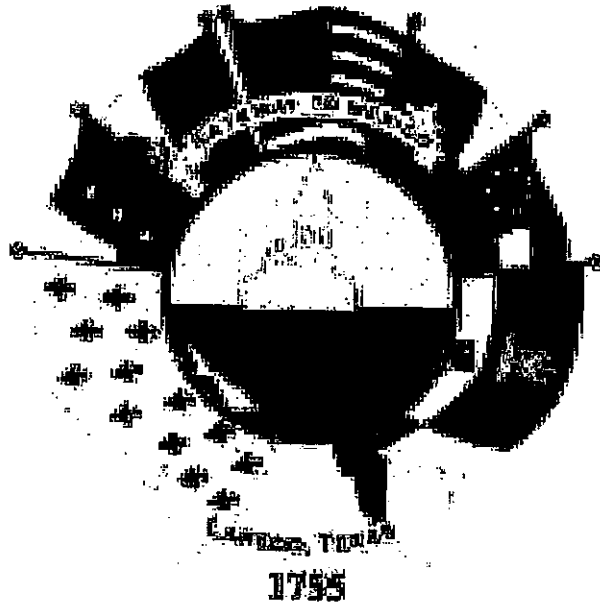
My name is Gilberto A. Trevino and my date of birth is 05/09/1989  
My address is 6001 San Dario Ave Laredo TX 78041 USA  
(street) (city) (state) (zip code) (country)

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

Executed In Webb County, State of Texas, on the 16 day of December, 2021.  
(month) (year)



Signature of authorized agent of contracting business entity  
(Declarant)



## **FY22-029 Ford Captive Parts GILLIE HYDE FORD Supplier Response**

### **Event Information**

Number: FY22-029 Ford Captive Parts

Title: FY22-029 Ford Captive Parts

Type: Request For Bid

Issue Date: 12/1/2021

Deadline: 12/20/2021 05:00 PM (CT)

Notes: **MANUAL BID DROP-OFF PROCEDURES**

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

1. Please make sure that the proposal is in a sealed envelope marked with the following:

- Name of Proposal
- Name of Company submitting Proposal
- Address of Company submitting Proposal

2. Place Proposal 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.

3. 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

## GILLIE HYDE FORD Information

Address: 610 HAPPY VALLEY ROAD  
GLASGOW, KY 42121  
Phone: (270) 651-2125  
Email: parts@gilliehyde.com

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

Mike Hyde

Signature

Submitted at 12/15/2021 4:50:57 PM

parts@gilliehyde.com

Email

## Response Attachments

### Price Schedule.PDF

Price Schedule

### Business Questionaire.PDF

Business Questionnaire

### Conflict of Interest.PDF

Conflict of Interest

### Affidavit.PDF

Affidavit

### Discretionary contracts.PDF

Discretionary Contracts

### Oath.PDF

Oath

### Interested Parties.PDF

Interested parties

## 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

Gillie Hyde Ford Lincoln Inc. Mike Hyde 270-651-2125

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

68 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?

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?

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** **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?

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

**3** **This is a**

**4** **Question 1. Name of person submitting this disclosure form**  
Please include First Name, Middle Initial, Last Name and Suffix (if applicable)

**5** **Question 2. Contract Information**  
Please include the following: a)Contract or Project Name b)Originating Department

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

**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.**

**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.

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

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 Question 9. Updates Required**

I understand that this form must be updated by submission of a revised form if there is any change in the information before the discretionary contract is the subject of action by the City Council, and no later than five (5) business days after any changes has occurred, whichever comes first. This include information about political contributions made after the initial submission and up until thirty (30) calendar days after the contract has been awarded.

☒ I have read and understand this section (I have read and understand this section)

**2 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 (I have read and understand this section)

**3 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 (I have acknowledge that I have been advised)

**3 Question 11. Oath**

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

Mike Hyde  
President  
Gillie Hyde Ford Lincoln Inc  
12-15-21

**3 Question 12. Oath**

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

☒ I swear or affirm information is correct (I swear or affirm information is correct)

**3 Company Information Questionnaire**

☒ I have completed this section (I have completed this section)

**3 Conflict of Interest Questionnaire**

☒ I have completed this section (I have completed this section)

**3 Non-Collusive Affidavit**

☒ I have completed and included this form (I have completed and included this form)

**3 Discretionary Contracts Disclosure**

☒ I have completed this section (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 (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 by going to the following link: <https://cityoflaredo.ionwave.net/Login.aspx>

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

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

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

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

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

(a) Bidder misstates or conceals any material fact in the bid.

(b) Bid does not strictly conform to the law or the requirements of the bid.

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

(d) If bids are conditional. Bidder may qualify their bid for acceptance by the City on an "ALL OR NONE" basis. An "ALL OR NONE" basis bid must include all items in the specifications.

(e) In the event that a bidder is delinquent in the payment of City taxes on the day the bids are opened, including state and local taxes, such fact shall constitute grounds for rejection of the bid or cancellation of the contract. A bidder is considered delinquent, regardless of any contract or agreed judgments to pay such delinquent taxes.

(f) No bid submitted herein shall be considered unless the bidder warrants that, upon execution of a contract with the City of Laredo, bidder will not engage in employment practices such as discriminating against employees because of race, color, sex, creed, or national origin. Bidder will submit such reports as the City may therefore require assuring compliance with said practices.

(g) The City may reject all bids or any part of a bid whenever it is deemed necessary.

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

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

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

**7.0 CLARIFICATION OR OBJECTION TO BID SPECIFICATIONS** If any person contemplating submitting a bid for this contract is in doubt as to the true meaning of the specifications, or other bid documents or any part thereof, they may submit to the City Purchasing Agent on or before seven (7) calendar days prior to the scheduled bid deadline a request for clarification which must be submitted in writing through email seven (7) days prior to the scheduled date for opening to: CITY OF LAREDO PURCHASING AGENT Miguel A. Pescador 5512 Thomas Ave, Laredo, TX 78041 [mpescador@ci.laredo.tx.us](mailto: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 responsive responsible bidder)**, in accordance to the provisions of Chapters 252 and 271 of the State of Texas – Local Government Code.

Definition of lowest responsive and responsible bidder as per the Institute for Public Procurement is:

**"Lowest Responsive and Responsible Bidder: The bidder who fully complied with all of the bid requirements and whose past performance, reputation, and financial capability is deemed acceptable, and who has offered the most advantageous pricing or cost benefit, based on the criteria stipulated in the bid documents."**

(b) The City reserves the right to accept any item or group of items in the bid specifications, unless the bidder qualifies 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 956-791-7320 jjolly@ci.laredo.tx.us 1110  
Houston St. Laredo, TX 78040.

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

## Bid Lines

### Package Header

Section I: Ford Captive Parts

Quantity: 1 UOM: PKG

Total: \$12,815.59

Manufacturer: Ford OEM Parts/Service

Item Notes: Please submit "0" for unit price

### Package Items

#### 1.1 Strut

Quantity: 1 UOM: EA

Price: \$88.05 Total: \$88.05

Manufacturer: Ford Captive OEM Part

Manufacturer #: FB5Z18124J

#### 1.2 Hub Assembly

Quantity: 1 UOM: EA

Price: \$135.00 Total: \$135.00

Manufacturer: Ford Captive OEM Part

Manufacturer #: BB5Z1104A

#### 1.3 Axle

Quantity: 1 UOM: EA

Price: \$184.00 Total: \$184.00

Manufacturer: Ford Captive OEM Part

Manufacturer #: 6W1Z4234A

#### 1.4 Fan Motor

Quantity: 1 UOM: EA

Price: \$209.00 Total: \$209.00

Manufacturer: Ford Captive OEM Part

Manufacturer #: 8W1Z8C607B

Supplier Notes: Replaced Part number 8W1Z8C607C

#### 1.5 Alternator

Quantity: 1 UOM: EA

Price: \$186.00 Total: \$186.00

Manufacturer: Ford Captive OEM Part

Manufacturer #: 3W1Z10346CA

Supplier Notes: Replaced Part number 6U2Z10V346EARM

#### 1.6 P/S Pump

Quantity: 1 UOM: EA

Price: \$119.00 Total: \$119.00

Manufacturer: Ford Captive OEM Part

Manufacturer #: F85Z3A674ABRM

**1.7 17" Wheel**

Quantity: 1 UOM: EA Price: \$29.20 Total: \$29.20  
Manufacturer: Ford Captive OEM Part  
Manufacturer #: 7W7Z1007C  
Supplier Notes: 7W7Z1007CCP

**1.8 Arm Assembly**

Quantity: 1 UOM: EA Price: \$140.00 Total: \$140.00  
Manufacturer: Ford Captive OEM Part  
Manufacturer #: GB5Z3078D

**1.9 Radiator**

Quantity: 1 UOM: EA Price: \$137.38 Total: \$137.38  
Manufacturer: Ford Captive OEM Part  
Manufacturer #: 3WIZ8005AH  
Supplier Notes: Replaced Part number H2MZ8005Z

**1.10 Headlamp**

Quantity: 1 UOM: EA Price: \$38.62 Total: \$38.62  
Manufacturer: Ford Captive OEM Part  
Manufacturer #: YW7Z 13008AB  
Supplier Notes: Replaced part number 4W7Z13008A

**1.11 Alternator**

Quantity: 1 UOM: EA Price: \$165.00 Total: \$165.00  
Manufacturer: Ford Captive OEM Part  
Manufacturer #: 6W7Z 10346AA

**1.12 Fuel Pump**

Quantity: 1 UOM: EA Price: \$568.00 Total: \$568.00  
Manufacturer: Ford Captive OEM Part  
Manufacturer #: BW1Z9H307A  
Supplier Notes: Replaced part number BW1Z9H307B

**1.13 Coil Pack**

Quantity: 1 UOM: EA Price: \$39.70 Total: \$39.70  
Manufacturer: Ford Captive OEM Part  
Manufacturer #: 3W7Z12029AA

**1.14 Manifold Assembly**

Quantity: 1 UOM: EA Price: \$180.00 Total: \$180.00  
Manufacturer: Ford Captive OEM Part  
Manufacturer #: 9W7Z9424A

**1.15 Arm Assembly**

Quantity: 1 UOM: EA Price: \$136.00 Total: \$136.00  
Manufacturer: Ford Captive OEM Part  
Manufacturer #: GB5Z3079G

**1.16 Alternator**

Quantity: 1 UOM: EA Price: \$165.00 Total: \$165.00  
Manufacturer: Ford Captive OEM Part  
Manufacturer #: F8AZ10346ABRM  
Supplier Notes: Replaced Part number 4U2Z10V346DCRM

**1.17 Wheel**

Quantity: 1 UOM: EA Price: \$29.20 Total: \$29.20  
Manufacturer: Ford Captive OEM Part  
Manufacturer #: 7W7Z1007C  
Supplier Notes: 7W7Z1007CCP

**1.18 A/C Condenser**

Quantity: 1 UOM: EA Price: \$150.00 Total: \$150.00  
Manufacturer: Ford Captive OEM Part  
Manufacturer #: BW7Z19712A

**1.19 Wheel**

Quantity: 1 UOM: EA Price: \$85.65 Total: \$85.65  
Manufacturer: Ford Captive OEM Part  
Manufacturer #: DG1Z1015A

**1.20 DPF Filter**

Quantity: 1 UOM: EA Price: \$3,193.00 Total: \$3,193.00  
Manufacturer: Ford Captive OEM Part  
Manufacturer #: CC3Z5H270B

**1.21 DEF Fuel Pump**

Quantity: 1 UOM: EA Price: \$433.00 Total: \$433.00  
Manufacturer: Ford Captive OEM Part  
Manufacturer #: BC3Z5L227K

**1.22 Evaporator Housing**

Quantity: 1 UOM: EA Price: \$627.13 Total: \$627.13  
Manufacturer: Ford Captive OEM Part  
Manufacturer #: 9C3Z19B655A

**1.23 ABS Module**

Quantity: 1 UOM: EA Price: \$298.00 Total: \$298.00  
Manufacturer: Ford Captive OEM Part  
Manufacturer #: 8L3Z2C219A

**1.24 Catalytic Converter**

Quantity: 1 UOM: EA Price: \$1,315.00 Total: \$1,315.00  
Manufacturer: Ford Captive OEM Part  
Manufacturer #: 9C3Z5H267B

**1.25 Manifold Converter**

Quantity: 1 UOM: EA Price: \$467.00 Total: \$467.00  
Manufacturer: Ford Captive OEM Part  
Manufacturer #: BG1Z5G232C

**1.26 Tail Light Assembly**

Quantity: 1 UOM: EA Price: \$292.22 Total: \$292.22  
Manufacturer: Ford Captive OEM Part  
Manufacturer #: BB5Z13405C

**1.27 Injector Kit**

Quantity: 1 UOM: EA Price: \$275.44 Total: \$275.44  
Manufacturer: Ford Captive OEM Part  
Manufacturer #: BC3Z9H529A  
Supplier Notes: Replaced Part number BC3Z9H529E

**1.28 Gear (Rack & Pinion)**

Quantity: 1 UOM: EA Price: \$379.00 Total: \$379.00  
Manufacturer: Ford Captive OEM Part  
Manufacturer #: 7T1Z3A500A

**1.29 Gear Assembly**

Quantity: 1 UOM: EA Price: \$893.00 Total: \$893.00  
Manufacturer: Ford Captive OEM Part  
Manufacturer #: EL3Z3504BE  
Supplier Notes: Replaced Part number EL3Z3504BF

**1.30 DEF Filter (HD)**

Quantity: 1 UOM: EA Price: \$1,858.00 Total: \$1,858.00  
Manufacturer: Ford Captive OEM Part  
Manufacturer #: 9C3Z5H221B

**2 Package Header**

Section I: Ford Captive Parts

Quantity: 1 UOM: Pkg  
Manufacturer: Ford OEM Parts/Service  
Item Notes: Please submit "0" for unit price

**Package Items****2.1 Percentage Discount**Quantity: 1 UOM: PercentTotal: 0%Manufacturer: Ford Captive OEM PartSupplier Notes: Dealer cost minus 0% (zero percent)**Response Total: \$12,815.59**



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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.

**20.1 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.

**21.0 Bid Price Schedule**

**21.1 Section I: Ford Captive Parts Price Schedule**

Percent of Discount offered	Dealer Cost + 0 % (Zero)
Product Identification (MFR)	Ford FPS-3642
Price Schedule (dealer, jobber, etc.)	Dealer
Price Schedule column on which discount is based (i.e. distributor, net, wholesale)	Dealer Cost

Item	Part Numbers for Ford Parts Only	Part Description	Quantity	Unit Price
1	FB5Z18124J	Strut	1	\$ 88.05
2	BB5Z1104A	Hub Assembly	1	\$ 135.00
3	6W124234A	Axle	1	\$ 184.00
Replaced * 4	8W128C607B 8W128C607C	Fan Motor	1	\$ 209.00
Replaced * 5	3W1Z10346CA 6U2Z10V346EARM	Alternator	1	\$ 126.00
6	F83Z3A674ABRM	P/S Pump	1	\$ 119.00
7	7W7Z1007C AN-7W7Z1007CCP	17" Wheel	1	\$ 29.20
8	GB5Z3078D	Arm Assembly	1	\$ 140.00
Replaced * 9	3W1Z8005AH H2M28005E	Radiator	1	\$ 127.38
Replaced * 10	YW7Z13008AB 4W7Z13008A	Headlamp	1	\$ 39.62
11	6W7Z10346AA	Alternator	1	\$ 165.00
Replaced * 12	BW1Z9H307A 8W1Z9H307B	Fuel Pump	1	\$ 568.00

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	13	3W7Z12029AA	Coil Pack	1	\$ 39.70
	14	9W7Z942AA	Manifold Assembly	1	\$ 180.00
Replaced *	15	QB5Z3079G	Arm Assembly	1	\$ 136.00
	16	F8AZ10346ABRM 402210V346OCRM	Alternator	1	\$ 165.00
	17	7W7Z1007C AH 7WT21007COP	Wheel	1	\$ 29.20
	18	BW7Z19712A	A/C Condenser	1	\$ 150.00
	19	DG1Z1015A	Wheel	1	\$ 85.65
	20	CC3Z5H270B	DPF Filter	1	\$ 3,193.00
	21	BC3Z5L227K	DEF Fuel Pump	1	\$ 433.00
	22	9C3Z19B555A	Evaporator Housing	1	\$ 627.13
	23	8L3Z2C219A	ABS Module	1	\$ 298.00
	24	9C3Z5H267B	Catalytic Converter	1	\$ 1,815.00
	25	BG1Z5G232C	Manifold Converter	1	\$ 467.00
Replaced *	26	BB5Z13405C	Tail Light Assembly	1	\$ 292.22
	27	BC3Z9H529A BC3Z9H529E	Injector Kit	1	\$ 276.44
	28	7T1Z3A500A	Gear (Rack & Pinion)	1	\$ 379.00
Replaced *	29	RL3Z35048E EL3Z35048F	Gear Assembly	1	\$ 793.00
	30	9C3Z5H221B	DEF Filter (HD)	1	\$ 1,858.00
			Total		\$ 12,815.59

\*\*\*\*\*Bid Price Schedule Section must be completely filled out in order to be considered\*\*\*\*\*

Company Name: Gillie Hyde Ford Lincoln Inc.  
 Owner/President Name: Mike Hyde  
 Company Address: 610 Happy Valley Road  
 City, State, Zip Code: Glasgow KY 42141  
 Company Authorized Representative's Signature: Mike Hyde  
 Company Representative's Name: Mike Hyde

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

23.0 Tab A Bidder Information Questionnaire

**Bidder Information/Business Questionnaire:**

**Please complete all information requested below and submit with your bid package**

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

Name of Offeror (Business) Gillie Hyde Ford Lincoln Inc.

Signature Mike Hyde  
of person authorized to sign bid

Date 12-14-21

Print Name Mike Hyde  
of person authorized to sign bid

Title: President

Business Address: 610 Happy Valley Road

City, State, Zip Code: Glasgow KY 42141

Telephone Number: 270-651-2125

Fax Number: 270-659-3459

Contact Person Email Address: bradley@gilliehyde.com

Federal Tax ID Number: 610700786

Bidders Principal/Corporate Place of Business Address: 610 Happy Valley Rd Glasgow KY 42141

Indicated Status of Business:

Corporation ☒ Partnership ☐ Sole Proprietorship ☐ Other: ☐

If other state business status: \_\_\_\_\_

State how long under its present business name: 68 years

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

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

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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: ☐

*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*

CITY OF LAREDO  
PURCHASING DIVISION

23.0 Tab A Bidder Information Questionnaire

**Bidder Information/Business Questionnaire:**

**Please complete all information requested below and submit with your bid package**

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

Name of Offeror (Business): Gillie Hyde Ford Lincoln Inc.

Signature Mike Hyde  
of person authorized to sign bid

Date 12-14-21

Print Name Mike Hyde  
of person authorized to sign bid

Title: President

Business Address: 610 Happy Valley Road

City, State, Zip Code: Glasgow KY 42141

Telephone Number: 270-651-2125 Fax Number: 270-659-3459

Contact Person Email Address: bradley@gilliehyde.com

Federal Tax ID Number: 610700786

Bidders Principal/Corporate Place of Business Address: 610 Happy Valley Rd Glasgow KY 42141

Indicated Status of Business:

Corporation ☒ Partnership ☐ Sole Proprietorship ☐ Other: ☐

If other state business status: \_\_\_\_\_

State how long under its present business name: 68 years

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

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

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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: ☐

*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*

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PURCHASING DIVISION

☒ HAVE READ THIS FORM AND ATTEST THAT THERE IS NO CONFLICT OF INTEREST THUS NO VIOLATION OF SECTION 176.006, LOCAL GOVERNMENT CODE EXISTS.

Name

Mike Hyde

Signature

Mike Hyde

Date

12-14-21

**CONFLICT OF INTEREST QUESTIONNAIRE**  
For vendor or other person doing business with local governmental entity

FORM CIQ

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.

OFFICE USE ONLY

Date Received

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

N/A

☐ 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.)

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

N/A  
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 176.001(1-a), Local Government pages to this Form CIQ as necessary.

A. Is the local government officer named in this section receiving 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 as 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.

N/A  
Signature of person doing business with the governmental entity

Date

CITY OF LAREDO  
PURCHASING DIVISION

25.0 Tab D

AFFIDAVIT

Project:

Form of Non-Collusive Affidavit

AFFIDAVIT

STATE OF TEXAS {}  
COUNTY OF WEBB {}

Mike Hyde  
Being first duly sworn, deposes and says:

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

Mike Hyde  
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 14<sup>th</sup> day of December 20 21

Shirley E. Storch NP5198  
Notary Public

My commission expires:

4-2-24



CITY OF LAREDO  
PURCHASING DIVISION

26.0 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.

First	<u>Mike</u>	M.I.	<u>L</u>	Last	<u>Hyde</u>	Suffix	<u>  </u>
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2. Contract information:

a) Contract or Project name(s): Ford Captive Parts

b) Originating Department(s): Fleet Department

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

Name (Print)	Signature	Name (Print)	Signature
<u>Gillie Hyde Ford Lincoln Inc.</u>	<u>[Signature]</u>		

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**

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

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

☐ 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 contract 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.

Mike Hyde  
Name (Print)

Mike Hyde  
Signature

President  
Title

Gillie Hyde Ford Lincoln Inc.  
Company or DBA

12-14-21  
Date

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

**CITY OF LARIDO  
PURCHASING DIVISION**

27.0 **Tab F**

<b>CERTIFICATE OF INTERESTED PARTIES</b>			<b>FORM 1295</b>	
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.			<b>OFFICE USE ONLY</b>	
1 Name of business entity filing form, and the city, state and country of the business entity's place of business. <u>Gillie Hyde Ford Lincoln, Inc.</u>				
2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed. <u>Fleet</u>				
3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the goods or services to be provided under the contract. <u>Ford Captive Parts</u>				
Name of Interested Party	City, State, Country (place of business)	Nature of Interest (check applicable)		
		Controlling	Intermediary	
4 Check only if there is NO interested party. <input checked="" type="checkbox"/>				
5 <b>AFFIDAVIT</b> <span style="float: right;">I swear, or affirm, under penalty of perjury, that the above disclosure is true and correct.</span>				
<div style="display: flex; justify-content: space-between;"> <div>             AFFIX NOTARY STAMP / SEAL ABOVE               Sworn to and subscribed before me, by the said <u>Mike Hyde</u>              of <u>December</u>, 20 <u>21</u>, to certify which, witness my hand and seal of office.  <u>Danmath R Strobe</u>  <small>Signature of officer administering oath</small> </div> <div style="text-align: center;"> <u>Mike Hyde</u>  <small>Signature of authorized agent of contracting business entity</small> </div> <div style="text-align: right;"> <u>NP5198 4-2-24</u>  <small>Title of officer administering oath</small> </div> </div>				
<b>ADD ADDITIONAL PAGES AS NECESSARY</b>				

Form provided by Texas Ethics Commission

[www.ethics.state.tx.us](http://www.ethics.state.tx.us)

Adopted 10/6/2015

**\*\*\*\*\* Does Not Need To Be Notarized \*\*\*\*\***