

VAN ZANDT COUNTY, TEXAS

INVITATION TO BID - Road and Bridge Materials

RETURN BID TO: VAN ZANDT COUNTY AUDITOR'S OFFICE
121 EAST DALLAS, ROOM 102
CANTON, TEXAS 75103

The enclosed INVITATION TO BID (ITB) and accompanying SPECIFICATIONS AND BID SHEETS are for your convenience in bidding the enclosed referenced products and/or services for VAN ZANDT COUNTY for the contract year of **May 6, 2026 through April 30, 2027**.

Sealed bids shall be received no later than: 2:00 P.M., Tuesday, April 28, 2026.
MARK ENVELOPE: "Road and Bridge Materials Bid"

VAN ZANDT COUNTY appreciates your time and effort in preparing a bid. Please note that all bids must be received at the designated location by the deadline shown. Bids received after the deadline will not be considered for the award of the contract(s) and shall be considered void and unacceptable. **Opening is scheduled to be held in the Auditor's office, at the Courthouse, 121 E. Dallas St., Room 102, Canton, Texas at 2:00 PM, Tuesday, April 28, 2026.** You are invited to attend.

Van Zandt County is aware of the time and effort you expend in preparing and submitting bids to the county. Please let us know of any bid requirements which are causing you difficulty in responding to our bids. We want to make the process as easy and painless as possible so that all responsible vendors can compete for the county's business. If you do not wish to bid at this time but wish to remain on the bid list for this type of commodity, please submit a "No Bid". If you wish to be removed from the bid list, please let us know. Anyone currently on our bid list who does not respond to this request by submitting a bid or "No Bid" will be removed from the bid list.

Contracts will be awarded at the meeting of the Van Zandt County Commissioners Court in the County Courtroom at 9 a.m., Wednesday, May 6, 2026. To obtain results, or if you have any questions, please contact the **VAN ZANDT COUNTY AUDITOR'S OFFICE at 903-567-2171**.

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Checklist:

Road & Bridge Materials Bid Packet

Please use the following as a guide/checklist as to what MUST be returned with
your bid packet

please note that any missing information may result in rejection of bid

- Bid Affidavit-completed, & signed in front of Notary Public
- Conflict of Interest Questionnaire (Form CIQ), if none, please still sign & date
- House Bill 89 Verification form-completed & signed
- W-9: dated with the “Current” year
- Vendor Information Request Form
- ALL bid sheets, for products/services in which you are bidding on, completed & signed, with **any exceptions/substitutions to bid specs, as attachments.** (You only need to return the bid sheet(s) for products you bid on)
- Reference List (see reference section)
- Certificate of Insurance (see insurance section-this only needs to be provided once you are awarded a bid)

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VAN ZANDT COUNTY

INVITATION TO BID

INSTRUCTIONS/TERMS OF CONTRACT

Road and Bridge Material

By order of the Commissioners Court of Van Zandt County, Texas, sealed bids will be received for:

Road and Bridge Material

TO PROVIDE for a contract(s) for the purchase of Road and Bridge Material beginning **May 06, 2026 through April 30, 2027**.

IT IS UNDERSTOOD that the Commissioners' Court of Van Zandt County reserves the right to reject any or all bids for any or all products and/or services covered in this bid request and to waive informalities or defects in bids or to accept such bids as it shall be deemed to be in the best interests of Van Zandt County.

BIDS MUST BE submitted on the bid sheet forms included for that purpose in this packet. Bids shall be placed in a sealed envelope and marked clearly on the outside as shown below.

SUBMISSION OF BIDS: Sealed bids shall be submitted to:

VAN ZANDT COUNTY AUDITOR'S OFFICE
121 EAST DALLAS, ROOM 102
CANTON, TEXAS 75103

No later than 2:00 PM, Tuesday, April 28, 2026

MARK ENVELOPE: "Road and Bridge Materials Bid"

ALL BIDS MUST BE RECEIVED IN THE COUNTY AUDITOR'S OFFICE BEFORE OPENING DATE AND TIME.

FUNDING: Funds for payment have been provided through the Van Zandt County budget approved by the Commissioners Court for this fiscal year only. State of Texas statutes prohibit the obligation and expenditure of public funds beyond the fiscal year for which a budget has been approved. Therefore, anticipated orders or other obligations that may arise past the end of the current Van Zandt County fiscal year shall be subject to budget approval.

LATE BIDS: Bids received in the County Auditor's office after submission deadline will be considered void and unacceptable. Van Zandt County is not responsible for lateness or non-delivery of mail, carrier, etc., and the date/time stamp in the Auditor's office shall be the official time of receipt.

ALTERING BIDS: Bids cannot be altered or amended after submission deadline. Any interlineations, alteration, or erasure made before opening time must be initialed by the signer of the bid, guaranteeing authenticity.

WITHDRAWAL OF BID: A bid may not be withdrawn or canceled by the bidder without the permission of the county for a period of ninety (90) days following the date designated for the receipt of bids, and bidder so agrees upon submission of their bid.

SALES TAX: Van Zandt County is exempt by law from payment of Texas Sales Tax.

BID AWARD: Van Zandt County reserves the right to award bids on the lump sum or unit price basis, whichever is in the best interest of the county.

CONTRACT: The bid, when properly accepted by Van Zandt County, shall constitute a contract equally binding between the successful bidder and Van Zandt County. No different or additional terms will become a part of this contract with the exception of Change Orders.

CHANGE ORDERS: No oral statement of any person shall modify or otherwise change or affect the terms, conditions or specifications stated in the resulting contract. All change orders to the contract will be made in writing by the Van Zandt County Auditor.

IF DURING THE life of the contract, the successful bidder's net prices to other customers for items awarded herein are reduced below the contracted price, it is understood and agreed that the benefits of such reduction shall be extended to Van Zandt County.

DELIVERY: All delivery and freight charges (FOB Van Zandt County designated location) are to be included in the bid price unless otherwise stated in the specifications. ****for physical addresses of the precinct barns – *see page 23.**

CONFLICT OF INTEREST: No public official shall have interest in this contract, in accordance with Vernon's Texas Codes Annotated, Local Government Code Title 5, Subtitle C, Chapter 171.

ETHICS: The bidder shall not offer or accept gifts or anything of value nor enter into any business arrangement with any employee, official or agent of Van Zandt County.

EXCEPTIONS/SUBSTITUTIONS: All bids meeting the intent of this invitation to bid will be considered for award. Bidders taking exception to the specification, or offering substitutions, shall state these exceptions by **attachment** as part of the bid. The absence of such a list shall indicate that the bidder has not taken exceptions and County shall hold the bidder responsible to perform in strict accordance with the specifications of the invitation. Van Zandt County Commissioners Court reserves the right to accept any and all or none of the exception(s)/substitution(s) deemed to be in the best interest of the county.

DESCRIPTIONS: Any reference to model and/or make/maker used in bid specifications is descriptive, not restrictive. It is used to indicate the type and quality desired. Bids on items of like quality will be considered.

ADDENDA: Any interpretations, corrections or changes to this Invitation to Bid and Specifications will be made by addenda. Sole issuing authority of addenda shall be vested in the Van Zandt County Auditor. Addenda will be mailed to all who are known to have received a copy of this Invitation to Bid. Bidders shall acknowledge receipt of all addenda.

BID MUST COMPLY with all federal, state, county and local laws concerning these types of service.

DESIGN, STRENGTH, QUALITY of materials must conform to the highest standards of manufacturing practice.

MINIMUM STANDARDS FOR RESPONSIBLE PROSPECTIVE BIDDERS: A prospective bidder must affirmatively demonstrate bidder's responsibility. A prospective bidder must meet the following requirements:

1. Have adequate financial resources, or the ability to obtain such resources as required;
2. be able to comply with the required or proposed delivery schedule;
3. Have a satisfactory record of performance;
4. Have a satisfactory record of integrity and ethics;
5. Be otherwise qualified and eligible to receive an award.

Van Zandt County may request representation and other information sufficient to determine bidder's ability to meet these minimum standards listed above.

REFERENCES: Van Zandt County requests bidder to supply, with this ITB, a list of at least three (3) references where like services have been supplied by their firm. Include the name of firm, address, telephone number and name of representative.

BIDDER SHALL PROVIDE with this bid response, all documentation required by this ITB. Failure to provide this information may result in rejection of bid. If a bidder is not able to meet availability and delivery of any product (materials), the commissioners' may order from the second best bidder. After the project is completed the current material bid remains with the current awarded bidder.

INSURANCE REQUIREMENTS The Seller shall provide VAN Zandt County prior to the start of any services and/or goods with a certificate of insurance and agrees to maintain at the Seller's expense such insurance with companies qualified to do business in Texas.

TYPES AND MINIMUM LIMITS OF INSURANCE

- a. Worker's Compensation Insurance as required by the **STATE OF TEXAS STATUTORY.**
- b. Employer's liability Insurance with a limit of not less than **\$500,000.00.**
- c. Comprehensive general liability with the limits of **\$1,000,000.00.**
- d. Auto liability limits **\$1,000,000.00.**
- e. Deductible shall be **\$5000.00** or less on each of the above listed coverage.

Van Zandt County shall be named as an **Additional Insured** and held harmless as respects to the service or work performed.

FAILURE TO COMPLY WITH LAWFUL REQUIREMENTS OR ADEQUATE LIABILITY REQUIREMENTS MAY RESULT IN DELAY OF PAYMENTS AND /OR CANCELLATION OF THE AWARD.

SUCCESSFUL BIDDER SHALL defend, indemnify and save harmless Van Zandt County and all its officers, agents and employees from all suits, actions, or other claims of any character, name and

description brought for or on account of any injuries or damages received or sustained by any person, persons, or property on account of any negligent act or fault of the successful bidder, or of any agent, employee, subcontractor or supplier in the execution of, or performance under, any contract which may result from bid award. Successful bidder indemnifies and will indemnify and save harmless Van Zandt County from liability, claim or demand on their part, agents, servants, customers, and/or employees whether such liability, claim or demand arise from event or casualty happening or within the occupied premises themselves or happening upon or in any of the halls, elevators, entrances, stairways or approaches of or to the facilities within which the occupied premises are located. Successful bidder shall pay any judgment with costs which may be obtained against Van Zandt County growing out of such injury or damages.

WAGES: Successful bidder shall pay or cause to be paid, without cost or expense to Van Zandt County, all Social Security, Unemployment and Federal Income Withholding Taxes of bidder's employees and all such employees shall be paid wages and benefits as required by Federal and/or State Law.

TERMINATION OF CONTRACT: This contract shall remain in effect until contract expires, delivery and acceptance of products and/or performance of services ordered or terminated by either party with a thirty (30) days written notice prior to any cancellation. The successful bidder must state therein the reasons for such cancellation. Van Zandt County reserves the right to award any canceled contract to the next lowest and best bidder as it deems to be in the best interest of the county.

TERMINATION FOR DEFAULT: Van Zandt County reserves the right to enforce the performance of this contract in any manner prescribed by law or deemed to be in the best interest of the County in the event of breach or default of this contract. Van Zandt County reserves the right to terminate the contract immediately in the event the successful bidder:

1. Fails to meet schedules;
2. Defaults in the payment of any fees; or
3. Otherwise does not perform in accordance with these specifications.

In the event the successful bidder shall fail to perform, keep or observe any of the terms and conditions to be performed, kept or observed, Van Zandt County shall give the successful bidder written notice of such default; and in the event said default is not remedied to the satisfaction and approval of the county within two (2) working days of receipt of such notice by the successful bidder, default will be declared and all the successful bidder's rights shall terminate.

Bidder, in submitting this bid, agrees that Van Zandt County shall not be liable to prosecution for damages in the event that the county declares the bidder in default.

NOTICE: Any notice provided by this bid (or required by Law) to be given to the successful bidder by Van Zandt County shall be conclusively deemed to have been given and received on the next day after such written notice has been deposited in the mail in Canton, Texas, by Registered or Certified Mail with sufficient postage affixed thereto, addressed to the successful bidder at the address so provided; provided this shall not prevent the giving of actual notice in any other manner.

PATENTS/COPYRIGHTS: The successful bidder agrees to protect Van Zandt County from claims involving infringements of patents and/or copyrights.

PURCHASE ORDER: A purchase order(s) shall be generated by Van Zandt County to the successful bidder(s) for all purchases that total five hundred dollars (\$500.00) or more. The

purchase order number must appear on all itemized invoices and packing slips. Van Zandt County will not be held responsible for any orders placed/delivered without a valid current purchase order number.

PACKING SLIPS or other suitable shipping documents shall accompany each special order shipment and shall show: (a) name and address of successful bidder, (b) name and address of receiving department and/or delivery location, (c) Van Zandt County Purchase Order number, and (d) descriptive information as to the item(s) delivered, including product code, item number, quantity, number of containers, etc.

INVOICES shall show all information as stated above, shall be issued for each purchase order, and shall be mailed directly to the Van Zandt County Treasurer, 121 East Dallas, Room 101, Canton, Texas 75103.

PAYMENT will be made upon receipt and acceptance by the county of items ordered and receipt of a valid invoice, in accordance with the State of Texas Prompt Payment Act, Article 601f V.T.C.S.

ITEMS supplied under this contract shall be subject to the county's approval. Items found defective or not meeting specifications shall be picked up and replaced by the successful bidder at the next service date at no expense to the county. If item is not picked up within one (1) week after notification, the item will become a donation to the county for disposition.

SAMPLES: When requested, samples shall be furnished free of expense to Van Zandt County.

WARRANTY: Successful bidder shall warrant that all items/services shall conform to the proposed specifications and/or all warranties as stated in the Uniform Commercial Code and be free from all defects in material, workmanship and title.

REMEDIES: The successful bidder and Van Zandt County agree that both parties have all rights, duties and remedies available as stated in the Uniform Commercial Code.

VENUE: This agreement will be governed and construed according to the laws of the State of Texas. This agreement is preferable in Van Zandt County, Texas.

ASSIGNMENT: The successful bidder shall not sell, assign, transfer or convey this contract, in whole or in part, without the written consent of Van Zandt County.

SILENCE OF SPECIFICATION: The apparent silence of these specifications as to any detail or to the apparent omission of a detailed description concerning any point, shall be regarded as meaning that only the best commercial practices are to prevail. All interpretations of these specifications shall be made on the basis of this statement.

BID AFFIDAVIT: Each prospective bidder shall complete and return the enclosed bid affidavit with your bid. Failure to do so may result in the rejection of your bid.

ANY QUESTIONS concerning this Invitation to Bid and Specifications should be directed to the Van Zandt County Auditor's Office at 903-567-2171.

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THIS FORM MUST BE RETURNED WITH YOUR BID

BID AFFIDAVIT

The undersigned certifies that the bid prices contained in this bid have been carefully reviewed and are submitted as correct and final. Bidder further certifies and agrees to furnish any and/or all commodities upon which prices are extended at the price offered, and upon which prices are contained in the specifications of the Invitation to Bid. The period of acceptance of this bid will be _____ calendar days from the date of the bid opening.

STATE OF _____ COUNTY OF _____

BEFORE ME, the undersigned authority, a Notary Public in and for

The State of _____, on this day personally appeared

_____, who after being by me
(Name)

Duly sworn, did depose and say:

"I, _____ am a duly authorized
(Name)

Officer of/Agent for _____
(Name of firm)

and have been duly authorized to execute the foregoing on behalf of

the said _____.
(Name of firm)

I hereby certify that the foregoing bid has not been prepared in collusion with any other bidder or other person or persons engaged in the same line of business prior to the official opening of this bid. Further, I certify that the bidder is not now, nor has been for the past six (6) months, directly or indirectly concerned in any pool or agreement or combination, to control the price of services/commodities bid on, or to influence any person or persons to bid or not to bid thereon."

Name and address of bidder: _____
(Name of Firm)

Address: _____ Telephone # _____

By: _____ Title: _____
(Print name)

(Below section must be signed in front of Notary Public)

Signature: _____

SUBSCRIBED AND SWORN to before me by the above-named _____

_____. On this the

_____ Day of _____, 20 _____.

Notary Public in and for the State of _____.

Notary Public Stamp:

Notary Public Signature:

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Van Zandt County Bid Sheet – Various Road Material

Please bid the materials you are willing to supply Van Zandt County by entering a bid price in the appropriate box or boxes below. Enter a price for each precinct.

(PLEASE BID BY THE TON)

	GRAND SALINE PCT 1	PHALBA PCT 2	WILLS POINT PCT 3	BEN WHEELER PCT 4
ASPPM-DELIVERED ONLY	\$	\$	\$	\$
COMMENTS				

Bid Term: **May 6, 2026 through April 30, 2027. *see page 23 for physical addresses**

Delivery will be made within 5 days after receipt of order from the Commissioner, or as the Commissioner designates and to any location within the Commissioner’s precinct.

I hereby certify that this bid is authorized by the firm I represent and was made without collusion with any other bidder or prospective bidder.

DATE: _____

PRINT NAME: _____

SIGNATURE: _____

PH. NO.: _____

COMPANY NAME: _____

ADDRESS: _____

EMAIL: _____

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SPECIFICATIONS FOR 14 Gauge STEEL CULVERTS

For

VAN ZANDT COUNTY

Steel culverts shall be galvanized and shall conform to all specifications found in item 460.3 of the TDHPT standards. Pipe must be fabricated with helical corrugations. Cut ends must be ground smooth and coated with a galvanizing product.

Bid Unit: Each

Term of Bid: Beginning **May 06**, 2026 and ending April 30, 2027.

Bid the following diameter sizes:

12 inches
15 inches
18 inches
21 inches
24 inches
36 inches
48 inches
60 inches
72 inches

Bid **ONLY a delivered** price county-wide.

Random testing will be made to confirm compliance with specifications.

County reserves the right to reject material delivered not in compliance with specifications at vendor's expense.

Bids must be submitted on an approved bid form (included on next page).

***see page 23 for physical addresses**

VAN ZANDT COUNTY

BID SHEET

14 Gauge STEEL CULVERTS

Please bid the materials you are willing to supply Van Zandt County by entering a bid price in the appropriate box or boxes below.

Bid Term: **May 6, 2026 through April 30, 2027. *see page 23 for physical addresses**

Steel Culverts	Unit	Delivered Price	Location
12" Diameter	Each	\$	County Wide
15" Diameter	Each	\$	County Wide
18" Diameter	Each	\$	County Wide
21" Diameter	Each	\$	County Wide
24" Diameter	Each	\$	County Wide
36" Diameter	Each	\$	County Wide
48" Diameter	Each	\$	County Wide
60" Diameter	Each	\$	County Wide
72" Diameter	Each	\$	County Wide
<u>Comments</u>			

Delivery will be made after receipt of order from the Commissioner, as the Commissioner designates. All orders must be delivered within five (5) working days. Emergency orders shall be delivered within two (2) working days. Delivery shall be made during normal working hours only, unless prior arrangements are made.

I hereby certify that this bid is authorized by the firm I represent and was made without collusion with any other bidder or prospective bidder.

DATE: _____

PRINT NAME: _____

PH. NO. _____

SIGNATURE: _____

EMAIL: _____

COMPANY NAME: _____

ADDRESS: _____

SPECIFICATIONS FOR 16 Gauge STEEL CULVERTS

For

VAN ZANDT COUNTY

Steel culverts shall be galvanized and shall conform to all specifications found in item 460.3 of the TDHPT standards. Pipe must be fabricated with helical corrugations. Cut ends must be ground smooth and coated with a galvanizing product.

Bid Unit: Each

Term of Bid: Beginning **May 06, 2026** and ending April 30, 2027.

Bid the following diameter sizes:

12 inches
15 inches
18 inches
21 inches
24 inches
36 inches
48 inches
60 inches
72 inches

Bid **ONLY a delivered** price county-wide.

Random testing will be made to confirm compliance with specifications.

County reserves the right to reject material delivered not in compliance with specifications at vendor's expense.

Bids must be submitted on an approved bid form (included on next page).

***see page 23 for physical addresses**

VAN ZANDT COUNTY

BID SHEET

16 Gauge STEEL CULVERTS

Please bid the materials you are willing to supply Van Zandt County by entering a bid price in the appropriate box or boxes below.

Bid Term: **May 6, 2026 through April 30, 2027. *see page 23 for physical addresses**

Steel Culverts	Unit	Delivered Price	Location
12" Diameter	Each	\$	County Wide
15" Diameter	Each	\$	County Wide
18" Diameter	Each	\$	County Wide
21" Diameter	Each	\$	County Wide
24" Diameter	Each	\$	County Wide
36" Diameter	Each	\$	County Wide
48" Diameter	Each	\$	County Wide
60" Diameter	Each	\$	County Wide
72" Diameter	Each	\$	County Wide
<u>Comments</u>			

Delivery will be made after receipt of order from the Commissioner, as the Commissioner designates. All orders must be delivered within five (5) working days. Emergency orders shall be delivered within two (2) working days. Delivery shall be made during normal working hours only, unless prior arrangements are made.

I hereby certify that this bid is authorized by the firm I represent and was made without collusion with any other bidder or prospective bidder.

DATE: _____

PRINT NAME: _____

PH. NO. _____

SIGNATURE: _____

EMAIL: _____

COMPANY NAME: _____

ADDRESS: _____

SPECIFICATIONS FOR PORTLAND CEMENT

For

VAN ZANDT COUNTY

Portland Cement: Meeting Chemical and Physical Requirements of ASTM C-150 Specifications.
Other synonyms: Hydraulic Cement (Type I, II, I/II, III, IL, ILA, V, Low Alkali, Plastic, Block, Rapid, Oil Well, White, Class A, Class C, Class G, Class H), Cement Slurry

Bid Unit: **Ton**

Term of Bid: Beginning **May 06**, 2026 and ending April 30, 2027.

Bid is for a **delivered price** for each of the four precincts.

Bidder is encouraged to enter a bid for each of the four precincts.

Certificates of measurement/weight will be required.

Random testing will be made to confirm compliance with specifications.

Van Zandt County reserves the right to pull a sample from each load to be laboratory tested.

County reserves the right to reject material delivered not in compliance with specifications at vendor's expense.

Bids **must** be submitted on an approved bid form (included on next page).

***see page 23 for physical addresses**

VAN ZANDT COUNTY

BID SHEET

PORTLAND CEMENT

Please bid the materials you are willing to supply to Van Zandt County by entering a bid price in the appropriate box or boxes below. Enter a price for each precinct.

Bid Term: **May 6, 2026 through April 30, 2027. *see page 23 for physical addresses**

Product	Unit	Delivered Price	Location
Portland Cement	Ton	\$	Precinct #1
Portland Cement	Ton	\$	Precinct #2
Portland Cement	Ton	\$	Precinct #3
Portland Cement	Ton	\$	Precinct #4
<u>Comments</u>			

Delivery will be made after receipt of order from Commissioner, as the Commissioner designates and to any location within the Commissioner's precinct.

I hereby certify that this bid is authorized by the firm I represent and was made without collusion with any other bidder or prospective bidder.

PRINTED NAME: _____

SIGNATURE: _____

COMPANY NAME: _____

ADDRESS: _____

PHONE #: _____

EMAIL: _____

DATE: _____

VAN ZANDT COUNTY

SPECIFICATIONS FOR

LRA ITEM 330-LIMESTONE ROCK ASPHALT PAVEMENT

Item 330-LRA-Limestone Rock Asphalt Pavement: Meeting DMS-9210 Materials Specifications; and Item 330 Limestone Rock Asphalt Pavement as specified in TDHPT Item 330.

Description: Construct a base course, a surface course, a level-up course, or any combination of these courses of the types and grades shown on the plans using a cold-mixed material consisting of native limestone rock asphalt (LRA) aggregate, fluxing material, water, and when specified, additives and virgin aggregates.

Bid Unit: **Ton**

Term of Bid: Beginning **May 06**, 2026 and ending April 30, 2027.

Bid is for a **delivered price** for each of the four precincts.

Bidder is encouraged to enter a bid for each of the four precincts.

Certificates of measurement/weight will be required.

Random testing will be made to confirm compliance with specifications.

Van Zandt County reserves the right to pull a sample from each load to be laboratory tested.

County reserves the right to reject material delivered not in compliance with specifications at vendor's expense.

Bids **must** be submitted on an approved bid form (included on next page).

***see page 23 for physical addresses**

VAN ZANDT COUNTY

BID SHEET

LRA-LIMESTONE ROCK ASPHALT PAVEMENT- ITEM 330

Bid Term: **May 6, 2026 through April 30, 2027. *see page 23 for physical addresses**

Product	Unit	Delivered Price	Location
LRA-Limestone Rock Asphalt Pavement-Item 330	Ton	\$	Precinct #1
LRA-Limestone Rock Asphalt Pavement-Item 330	Ton	\$	Precinct #2
LRA-Limestone Rock Asphalt Pavement-Item 330	Ton	\$	Precinct #3
LRA-Limestone Rock Asphalt Pavement-Item 330	Ton	\$	Precinct #4
<u>Comments</u>			

PRINTED NAME: _____

SIGNATURE: _____

COMPANY NAME: _____

ADDRESS: _____

PHONE #: _____

EMAIL: _____

DATE: _____

Physical Addresses:

Precinct 1:

206 S. Main

Grand Saline, Texas 75140

Precinct 2:

10540 State Hwy 198

Canton, Texas 75103

Precinct 3:

37799 State Hwy 64 E

Wills Point, Texas 75169

Precinct 4:

310 VZ CR 4500

Ben Wheeler, Texas 75754

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CONFLICT OF INTEREST QUESTIONNAIRE

For vendor doing business with local governmental entity

FORM CIQ

This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session.

This questionnaire is being filed in accordance with Chapter 176, Local Government Code, by a vendor who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the vendor meets requirements under Section 176.006(a).

By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the vendor becomes aware of facts that require the statement to be filed. See Section 176.006(a-1), Local Government Code.

A vendor commits an offense if the vendor knowingly violates Section 176.006, Local Government Code. An offense under this section is a misdemeanor.

OFFICE USE ONLY

Date Received

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

2 **Check this box if you are filing an update to a previously filed questionnaire.** (The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date on which you became aware that the originally filed questionnaire was incomplete or inaccurate.)

3 Name of local government officer about whom the information is being disclosed.

Name of Officer

4 Describe each employment or other business relationship with the local government officer, or a family member of the officer, as described by Section 176.003(a)(2)(A). Also describe any family relationship with the local government officer. Complete subparts A and B for each employment or business relationship described. Attach additional pages to this Form CIQ as necessary.

A. Is the local government officer or a family member of the officer receiving or likely to receive taxable income, other than investment income, from the vendor?

Yes No

B. Is the vendor receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer or a family member of the officer AND the taxable income is not received from the local governmental entity?

Yes No

5 Describe each employment or business relationship that the vendor named in Section 1 maintains with a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership interest of one percent or more.

6 Check this box if the vendor has given the local government officer or a family member of the officer one or more gifts as described in Section 176.003(a)(2)(B), excluding gifts described in Section 176.003(a-1).

7

Signature of vendor doing business with the governmental entity

Date

CONFLICT OF INTEREST QUESTIONNAIRE

For vendor doing business with local governmental entity

A complete copy of Chapter 176 of the Local Government Code may be found at <http://www.statutes.legis.state.tx.us/Docs/LG/htm/LG.176.htm>. For easy reference, below are some of the sections cited on this form.

Local Government Code § 176.001(1-a): "Business relationship" means a connection between two or more parties based on commercial activity of one of the parties. The term does not include a connection based on:

- (A) a transaction that is subject to rate or fee regulation by a federal, state, or local governmental entity or an agency of a federal, state, or local governmental entity;
- (B) a transaction conducted at a price and subject to terms available to the public; or
- (C) a purchase or lease of goods or services from a person that is chartered by a state or federal agency and that is subject to regular examination by, and reporting to, that agency.

Local Government Code § 176.003(a)(2)(A) and (B):

(a) A local government officer shall file a conflicts disclosure statement with respect to a vendor if:

(2) the vendor:

(A) has an employment or other business relationship with the local government officer or a family member of the officer that results in the officer or family member receiving taxable income, other than investment income, that exceeds \$2,500 during the 12-month period preceding the date that the officer becomes aware that

- (i) a contract between the local governmental entity and vendor has been executed;
- or
- (ii) the local governmental entity is considering entering into a contract with the vendor;

(B) has given to the local government officer or a family member of the officer one or more gifts that have an aggregate value of more than \$100 in the 12-month period preceding the date the officer becomes aware that:

- (i) a contract between the local governmental entity and vendor has been executed; or
- (ii) the local governmental entity is considering entering into a contract with the vendor.

Local Government Code § 176.006(a) and (a-1)

(a) A vendor shall file a completed conflict of interest questionnaire if the vendor has a business relationship with a local governmental entity and:

- (1) has an employment or other business relationship with a local government officer of that local governmental entity, or a family member of the officer, described by Section 176.003(a)(2)(A);
- (2) has given a local government officer of that local governmental entity, or a family member of the officer, one or more gifts with the aggregate value specified by Section 176.003(a)(2)(B), excluding any gift described by Section 176.003(a-1); or
- (3) has a family relationship with a local government officer of that local governmental entity.

(a-1) The completed conflict of interest questionnaire must be filed with the appropriate records administrator not later than the seventh business day after the later of:

(1) the date that the vendor:

- (A) begins discussions or negotiations to enter into a contract with the local governmental entity; or
- (B) submits to the local governmental entity an application, response to a request for proposals or bids, correspondence, or another writing related to a potential contract with the local governmental entity; or

(2) the date the vendor becomes aware:

- (A) of an employment or other business relationship with a local government officer, or a family member of the officer, described by Subsection (a);
- (B) that the vendor has given one or more gifts described by Subsection (a); or
- (C) of a family relationship with a local government officer.



HOUSE BILL 89 VERIFICATION

I, _____, the undersigned representative of
(Individual's Name)

(Business or Company)

hereinafter referred to as "Company", being an adult over the age of eighteen (18) years of age, do hereby verify that the company named above, under the provisions of Subtitle F, Title 10, Government Code Chapter 2270:

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

Pursuant to Section 2270.01, Texas Government Code:

- 1. *"Boycott Israel" means refusing to deal with, terminating business activities with, or otherwise taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations specifically with Israel, or with a person or entity doing business in Israel or in an Israel-controlled territory, but does not include an action made for ordinary business purposes; and*
- 2. *"Company" means a for-profit sole proprietorship, organization, association, corporation, partnership, joint venture, limited partnership, limited liability partnership, or any limited liability company, including a wholly owned subsidiary, majority-owned subsidiary, parent company or affiliate of those entities or business associations that exist to make a profit.*

SIGNATURE OF COMPANY REPRESENTATIVE

PRINTED NAME OF COMPANY REPRESENTATIVE

TITLE

DATE

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Form **W-9**
(Rev. October 2018)
Department of the Treasury
Internal Revenue Service

**Request for Taxpayer
Identification Number and Certification**

▶ Go to www.irs.gov/FormW9 for instructions and the latest information.

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

Print or type.
See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.	
2 Business name/disregarded entity name, if different from above	
3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):
<input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____ Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. <input type="checkbox"/> Other (see instructions) ▶ _____	<input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <i>(Applies to accounts maintained outside the U.S.)</i>
5 Address (number, street, and apt. or suite no.) See instructions.	Requester's name and address (optional)
6 City, state, and ZIP code	Van Zandt County 121 E. Dallas Street, #101 Canton, TX 75103
7 List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Social security number									
				-			-		
or									
Employer identification number									

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person ▶	Date ▶

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

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VAN ZANDT COUNTY

Vendor Information Request Form

Please type or print legibly. A W-9 must be completed to process the application.

Van Zandt County requires a Federal Tax Identification Number or Social Security Number for all vendors doing business with the County. Additionally, the VZC maintains a vendor information database that assists in communicating with its vendors. Completion of the vendor information request form does not guarantee receipt of competitive bid.

You may return this request to the VZC Auditors office, email nnix@vanzandtcounty.org or fax to (903) 567-4700

Van Zandt County Dept. (office) that requested this form:			
Name of Firm: <small>(Company or individual- As shown on tax return.)</small>			
Business Name: <small>(if different from above)</small>			
Address: <small>Include City, ST Zip</small>			
EIN # _____	SS# _____ <small>(if an individual)</small>	Type of Business: <input type="checkbox"/> Corporation <input type="checkbox"/> LLC <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Other	
Telephone Number:		Cell Number:	
Fax Number:		Email Address:	
Website:			
Remit To Address: <small>(if different from above)</small>			
Description of products/services provided to VZC:			
Main Contact Person:		Telephone Number:	
Fax number:		Email address:	
A/P Contact Person:		Telephone Number:	
Fax number:		Email address:	

Signature: _____ Title: _____

Print Name: _____ Date: _____

VAN ZANDT COUNTY OFFICE ONLY	
Vendor Number:	Set-Up by: Date: