

Hill County Auditor PO Box 783 Hillsboro, TX 76645 Tel: (254) 582-4060 Fax: (254) 582-4033

Instructions:

Please make note of Due Date. Bid must be received by **3:00 pm, Monday, March 20, 2023**. Please mark outside of the envelope <u>BID - Type of Supplies</u>. For Example BID-Fuel or BID-Hauling.

Please complete the bid sheet applicable to your line of business.

CHECKLIST:

Complete Bid Sheet. Provide Contact Information/Signature. Attach any required Docs. AND

- Pg 18 Sign Certification of Eligibility
- Pg 19 Sign Compliance with HB 1295
- Pg 20 Provide Vendor References
- Pg 21 Statement of No Bid Complete as applicable
- Pg 22 Review if Required to Complete Conflict of Interest Disclosure

Pg 23 - 24 Complete Conflict of Interest Disclosure as applicable

- Pg 25 Sign Residence Certification
- Pg 26 Complete IRS W-9
- Pg 27 Complete HB89 Compliance Statement

Please bring or mail the completed bid sheet AND Pages 18 - 27 (as applicable) or price list to the:

Hill County Judge's Office, P.O. Box 457 80 N. Waco St. Hillsboro, Texas 76645

Bid must be received by 3:00 pm, Monday, March 20, 2023. Please mark outside of the envelope <u>BID.</u>

Thank you for your cooperation.

Sahib Rao, County Auditor Hill County, Texas auditor@co.hill.tx.us

Confidentiality Notice

This transmission is intended only for the use of the individual or entity to which it is addressed and may contain information that is privileged and confidential. If the reader of this message is not the intended recipient, you are hereby notified that any disclosure, distribution, or copying of this information is strictly prohibited. If you have received this transmission in error, please notify us immediately by telephone or fax.

Public Notice

Hill County is currently accepting bids to purchase county supplies including but not limited to, on-site fuel, oil, road construction materials, corrugated steel pipe, petroleum supplies and emulsions, treated lumber, all types of road base, contracts for crushing services, concert bridge construction, box culvert construction, contracts for hauling road building materials, and other supplies and/or service for the twelve (12) month period beginning April 1, 2023 through March 31, 2024. County Departments will accept and/or reject bids based on the lowest and best bid. For Specifications or a bid package please contact County Auditor Sahib Rao at 254-582-4060 or Hon. County Judge Justin W. Lewis at (254) 582-4020. Bidders should use unit pricing. Payment will be made by check or EFT and will be made thirty (30) days after receipt of invoice for goods or services received by the County out of budgeted funds.

Bids must be submitted to the Hill County Judges' Office at the Hill County Courthouse, 80 N. Waco St, 1st floor, Hillsboro, TX by <u>3:00 pm</u> on **Monday, March 20th, 2023** with bids to be opened at 3:15 pm the same day in the Hill County Judge's office.

**The county reserves the right to accept or reject all bids. **

Publishing Notice: Must be published once a week with the first publishing to occur at least 14 days before the date of bid opening. Publish Dates: Monday Feb 27, Thurs March 2, and Thurs March 9th

HILL COUNTY, TEXAS ASPHALTS, OILS & EMULSIONS – Bid Sheet April 1, 2023 through March 31, 2024

I. Specifications and general notes for bidding Asphalt's, Oils and Emulsions for Hill County

II. <u>MATERIALS</u>:

Asphalt for surface treatment that shall meet the requirements of Item 300 of the State Department of Highways and Public Transportation (SDHPT) 1993 Standard Specifications for Construction of Highways, Streets and Bridges (CHSB) as follows:

- (1) MC-30 Prime Oil for sub-grade
- (2) HFRS-2 for Emulsion Surface Treatment
- (3) HFRS-2P for Emulsion with Latex Surface Treatment
- (4) RC-250 for Surface Treatment
- (5) SS-1 Prime Oil & dust
- (6) AE-P Prime Oil for sub-grade

III. <u>MEASUREMENT</u>:

Measurement shall be made based on GALLONS of material received and accepted by the appropriate Hill County road crew. The volume shall be converted from the weight on certified scales as per type of material furnished. The supplier shall show the conversion on the Delivery Ticket.

IV. <u>QUANTITY</u>:

- (1) Material will be ordered throughout the year.
- (2) There shall be no guarantee made by the County concerning any specific materials usage.

FORM 1295 attached

N must receive by contract date

V. SUBMITTED BY:

Company Name	
Address:	
Telephone:	
Contact:	

Signature

Y

Bid Continuation Sheet HILL COUNTY, TEXAS

I. <u>BID FORM</u> (Please print or type, enter N/A or NONE if item is not applicable).

MC-30 Prime Oil for sub-grade	Est. Qty.	Unit of Measure	FOB CountyFOB PlantUnit CostUnit Cost /gal
0 gal. to 1000 gal.	500	gal	/gal
1001 gal. to 2500 gal.	1,001	gal	/gal
2501 gal. to 5000 gal.	2,501	gal	/gal
5001 gal. +	5,001	gal	/gal
HFRS-2 for Emulsion Surface Tr	eatment		
0 gal. to 1000 gal.	500	gal	/gal
1001 gal. to 2500 gal.	1,001	gal	/gal
2501 gal. to 5000 gal.	2,501	gal	/gal
5001 gal. +	70,000	gal	/gal
HFRS-2P for Emulsion w/Latex		atment	
0 gal. to 1000 gal.	500	gal	/gal
1001 gal. to 2500 gal.	1,001	gal	/gal
2501 gal. to 5000 gal.	2,501	gal	/gal
5001 gal. +	5,001	gal	/gal
RC-250 for Surface Treatment			
0 gal. to 1000 gal.	500	gal	/gal
1001 gal. to 2500 gal.	1,001	gal	/gal
2501 gal. to 5000 gal.	2,501	gal	/gal
5001 gal. +	5,001	gal	/gal
SS 1 Driver Oil & Dreet			
SS-1 Prime Oil & Dust	500	~_1	/~~1
0 gal. to 1000 gal.	500	gal	/gal
1001 gal. to 2500 gal.	1,001	gal	/gal
2501 gal. to 5000 gal.	2,501	gal	/gal
5001 gal. +	5,001	gal	/gal
AE-P Prime Oil for sub-grade			
0 gal. to 1000 gal.	500	gal	/gal
1001 gal. to 2500 gal.	1,001	gal	/gal
2501 gal. to 5000 gal.	2,501	gal	/gal
5001 gal. +	18,000	gal	/gal

Bid Continuation Sheet HILL COUNTY, TEXAS

CSS-1 Asphalt Emulsion			
0 gal. to 1000 gal.	500	gal	/gal
1001 gal. to 2500 gal.	1,001	gal	/gal
2501 gal. to 5000 gal.	2,501	gal	/gal
5001 gal. +	5,001	gal	/gal
Soor Built	5,001	Bui	, gui
CRS-2 Asphalt Emulsion			
0 gal. to 1000 gal.	500	gal	/gal
1001 gal. to 2500 gal.	1,001	gal	/gal
2501 gal. to 5000 gal.	2,501	gal	/gal
5001 gal. +	5,001	gal	/gal
6	-)	0	0
MC-800 Asphalt Cutback			
0 gal. to 1000 gal.	500	gal	/gal
1001 gal. to 2500 gal.	1,001	gal	/gal
2501 gal. to 5000 gal.	2,501	gal	/gal
5001 gal. +	18,000	gal	/gal
C	,	U	0
AES-300 Asphalt Emulsion			
0 gal. to 1000 gal.	500	gal	/gal
1001 gal. to 2500 gal.	1,001	gal	/gal
2501 gal. to 5000 gal.	2,501	gal	/gal
5001 gal. +	5,001	gal	/gal
C		e	0
Type D Hot Mix – ordered by	ton		
0. to 1000 tons	500	ton	/ton
1001 ton. to 2500 tons	1,001	ton	/ton
2501 tons to 5000 ton	2,501	ton	/ton
5001 tons +	5,001	ton	/ton
Stabilizer Asphalt Emulsion			
0 gal. to 1000 gal.	500	gal	/gal
1001 gal. to 2500 gal.	1,001	gal	/gal
2501 gal. to 5000 gal.	2,501	gal	/gal
5001 gal. +	5,001	gal	/gal
C		-	
Prime Asphalt Emulsion			
0 gal. to 1000 gal.	500	gal	/gal
1001 gal. to 2500 gal.	1,001	gal	/gal
2501 gal. to 5000 gal.	2,501	gal	/gal
5001 gal. +	18,000	gal	/gal
		-	

CERTIFICATION OF ELIGIBILITY (This provision applies if the anticipated contract exceeds \$25,000)

By submitting a Proposal in response to this solicitation, the Respondent certifies that at the time of submission, he/she is **NOT** on the **State of Texas** or the **Federal Government's** list of suspended, ineligible, or debarred proposers.

In the event of placement on the list between the time of Proposal submission and time of award, the Respondent will notify the Hill County Auditor. Failure to do so may result in terminating this contract for default.

Signature

Χ____

Authorized Representative

COMPLIANCE WITH FEDERAL AND STATE LAWS HB 1295

CERTIFICATION OF ELIGIBILITY

By submitting a bid or proposal in response to this solicitation, the bidder/proposer certifies that at the time of submission, he/she is not on the Federal Government's list of suspended, ineligible, or debarred contractors.

In the event of placement on the list between the time of bid/proposal submission and time of award, the bidder/proposer will notify the Hill County Purchasing Agent. Failure to do so may result in terminating this contract for default.

DISCLOSURE OF INTERESTED PARTIES

By submitting a bid or proposal in response to this solicitation, the Bidder/Respondent agrees to comply with HB 1295, Government Code 2252.908. Bidder/Respondent agrees to provide the Hill County Auditor the "Certificate of Interested Parties," Form 1295 as required, within **ten (10)** business days from notification of pending award, renewal, amended or extended contract.

Visit https://www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm for more information.

Signature

VENDOR REFERENCES

Please list references of past and current customers who can verify the quality of service your company provides. The County prefers customers of similar size and scope of work to this proposal. *THIS FORM MUST BE RETURNED WITH YOUR PROPOSAL.*

REFERENCE ONE:

GOVERNMENT /COMPANY/BUSINESS NAME:	
ADDRESS/CITY/STATE/ZIP:	
CONTACT NAME/TITLE:	
BUSINESS PHONE/FAX:	
CONTRACT PERIOD:	SCOPE OF WORK:

REFERENCE TWO:

GOVERNMENT /COMPANY/BUSINESS NAME:	
ADDRESS/CITY/STATE/ZIP:	
CONTACT NAME/TITLE:	
BUSINESS PHONE/FAX:	~
CONTRACT PERIOD:	SCOPE OF WORK:

REFERENCE THREE:

SCOPE OF WORK:

Statement of No Bid

If you do not intend to bid, please return this form immediately to: countyjudge@co.hill.tx.us and

auditor@co.hill.tx.us

We, the undersigned, have declined to bid on Bid/Proposal#_____

Reason:

_____ Specifications "too tight", geared toward one brand or manufacturer (explain)

_____ Insufficient time to respond

_____ Specifications unclear (explain)

_____ We do not offer this product or an equivalent

_____ Our product schedule does not permit us to perform

_____ Unable to meet specifications

_____ Unable to meet bond

requirements Remarks:

We understand this if this "Statement of No Bid" is not executed and returned, our name may be deleted from the list of qualified bidders.

Company Name:	
Address:	
City/State/Zip: Phone:	

Signature: _____

To: Responders of Hill County, Texas

From: Justin Lewis, Hill County Judge

Re: Conflict of Interest

Questionnaire Responder;

Attached, please find a Conflict of Interest Questionnaire. Please complete this form if you have an applicable Conflict of Interest with any Hill County Official, Employee, or Department. The questionnaire should reflect the name of the individual with whom the conflict of interest occurs. Please **DO NOT** complete this form if you do not have a viable conflict.

By submitting a response to this the request a responder represents that it is in compliance with the requirements of Chapter 176 of the Texas Local Government Code.

Applicable Law

Chapter 176 of the Texas Local Government Code requires that any responder or person considering doing business with a local government Hill County disclose in the Questionnaire Form CIQ, the responder or person's affiliation or business relationship that might cause a conflict of interest with a local government Hill County. By law, this questionnaire must be filed with the records administrator of Hill County no 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. Please see attached questionnaire.

Sincerely,

Justin W. Lewis Hill County Judge

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.	OFFICE USE ONLY
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).	Date Received
By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the vendor becomes aware of facts that require the statement to be filed. See Section 176.006(a-1), Local Government Code.	
A vendor commits an offense if the vendor knowingly violates Section 176.006, Local Government Code. An offense under this section is a misdemeanor.	
1 Name of vendor who has a business relationship with local governmental entity.	
Check this box if you are filing an update to a previously filed questionnaire. (The law re completed questionnaire with the appropriate filing authority not later than the 7th busines you became aware that the originally filed questionnaire was incomplete or inaccurate.)	s day after the date on which
3 Name of local government officer about whom the information is being disclosed.	
Name of Officer	
officer, as described by Section 176.003(a)(2)(A). Also describe any family relationship with Complete subparts A and B for each employment or business relationship described. Attack CIQ as necessary.	i the local government officer. additional pages to this Form
A. Is the local government officer or a family member of the officer receiving or like other than investment income, from the vendor?	kely to receive taxable income,
Yes No	
B. Is the vendor receiving or likely to receive taxable income, other than investment of the local government officer or a family member of the officer AND the taxable in local governmental entity?	income, from or at the direction acome is not received from the
Yes No	
5 Describe each employment or business relationship that the vendor named in Section 1 ma other business entity with respect to which the local government officer serves as an of ownership interest of one percent or more.	aintains with a corporation or ficer or director, or holds an
 Check this box if the vendor has given the local government officer or a family member o as described in Section 176.003(a)(2)(B), excluding gifts described in Section 176.007 	f the officer one or more gifts 33(a-1).
Signature of vendor doing business with the governmental entity	
Form provided by Texas Ethics Commission www.ethics.state.tx.us	Revised 11/30/2015

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
 - 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.

Form provided by Texas Ethics Commission

www.ethics.state.tx.us

Revised 11/30/2015

Residence Certification

Pursuant to Texas Government Code § 2252.001 *st seq.*, as amended, Hill County requires a Residence Certification. § 2252.001 *et seq.*, of the Texas Government Code provides some restrictions on the awarding of governmental contracts; pertinent provisions of § 2252.001 are stated below;

(3) "Nonresident bidder" refers to a person who is not a resident.

(4) "Resident Bidder" refers to a person whose principal place of business in this state, including a contractor whose ultimate parent company or majority owner has a principal place of business in this state.

- I certify that _______ is a Resident Bidder of Texas as defined in (company name) Texas Government Code §2252.001.
- □ I certify that ______ is a Nonresident Bidder as defined in Texas (company name)

Government Code § 2252.001 and our principal place of business is _____

1 Nome is a shown in your income tax return! Name a required on this inc; do not issee the ine bank. 2 More is a single-propriet or income tax return! Name a required on this inc; do not issee the income inc	Depart	W-9 December 2014) mont of the Treasury Prevenue Service	Identification Numb		cation		Give Form to the requester. Do not send to the IRS.
Control of the c				do not leave this line brank.		k	
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Park U Tex payer Identification Number (TIN) Enter your Thin the appropriate box. The TN provided must metch the name given on line 1 to avoid beckup withholding. For Individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part II instructions on page 3. For other 1. Avoit at the account is in more than one name, see the instructions for line 1 and the chart on page 4 for priver. Implement to be issued to met; Under penables of perjury. I cartify that: 1. The number shown on this form is my correct taxpayer identification number (or 1 am waiting for a number to be issued to met; and 2. I am not acciect to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Sovie (RS) that is much to be this form if any indexing that an exempt from backup withholding: and 3. I am a U.S. citizen or other U.S. person (joined below); and 4. The FATCA code(s) entered on this form if any indexing that I am exempt from FATCA reporting is correct. Certification instructions. You must cross out item 2 above it you have been notified by the IRS that you are currently subject to backup withholding and property concellation instructions. You must cross out item 2 above it you have been notified by the IRS that you are currently subject to backup withholding entered (dividinds on you have been notified by the IRS that you are currently subject to backup withholding as a result of a laive to report all interest and dividinds, you are not require to the form the instructions on apper 3. 3. I am a U.S. citizen or other U.S. person (joinfed bel							
Enter your TNIn the appropriate box. The TNI provided must match the name given on line 1 to avoid percipation developed in the second line generally your social security number (SSN). However, for a matches, is is your employer identification number (EN), if you do not have a number, see How to get a "In the account is in more than one name, see the instructions for line 1 and the chart on page 3. For Mokes number to the issued to net:	_		ber(s) here (optional)	A			******
Under penalities of perjury, I certify that: 1. The number shown on this form is my correct taxpayer identification number for I am waiting for a number to be issued to me); and 2. 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 Revenus Service RFS) 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 in for a U.S. citizen or other U.S. person (cofficed below); and 3. I am a U.S. citizen or other U.S. person (cofficed below); and 4. The FATCA code(s) entered on this form jif any indicating that I am exempt from FATCA reporting is correct. Certification instructiones, 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 morigage interest, notified by the IRS that you are currently subject to backup withholding agenerally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructione on page 3. Sign Bigeature of U.S. person is but entered Revenue Code unless otherway noted. Form 1089 from morigage interest, 1098-E (student baan interest), 1098-F (studen	Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid beckup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or diaregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see How to got a TIN on page 3. Note. If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for the employer identification number.						
3. Lam a U.S. citizen or other U.S. person (doffned below); and 4. The FATCA code(s) entered on this form (if any) indicating that Lam 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 withholds 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 generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instanctions on page 3. Sign Bignature of U.S. person b Date b Ceneral Instructions Section references are to be Internal Revenue Code unless otherwase noted. Fur pose of Form Purpose of Form An individual cate year identification number (TR), which may to your carect taxpare identification number (TR), which may to your carect taxpare identification number (TR), which may to your careat taxpare identification number (TR), which may to your careat taxpare identification number (TR), which may to your careat taxpare identification number (TR), which may to your careat taxpare identification number (TR), or employe identification number (TR), or employee identification number (TR), end may to are a U.S. person, your allocates and certain other transactions by proving you are not availed to the information return the mount paid to you are not information return the amount paid to you are not subject to backup withholding or a norted inform. See the parter information, is correct for you are waiting for a number (PR) interest mender pa	Under penalties of perjury, I certify that: 1. 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 2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been political by the law of P						
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HB 89 COMPLIANCE

	verifies that (it/he/she) does not boycott Isreal and will not boycott
Isreal during the term of this contract.	

The term "boycott Isreal" is as defined by Texas Government Code § 808.001 effective September 1, 2017.

(Company Name)	(address)	
(Signature)	(Title)	(date)
(email)	(pho	one)