



MASON COUNTY, TEXAS

RFP #26-4879DR-M

Addendum No. 1

Questions and Answers Through March 13, 2026

1. **Question:** Form 1295(Texas Ethics Commission) page 8-9 of the RFP. What should be entered for the contract number in this section?

Answer: Please enter the RFP # - **RFP# 26-4879DR-M**.

2. **Question:** Does the 1295 form have to be completed online?

Answer: Yes. The form must be completed online at:

<https://prd.tecprd.ethicsefile.com/TECCertInt/pages/login/certLogin.jsf>

3. **Question:** Does the entire packet have to be filled out completely for consideration by the County?

Answer: Yes. See page 5 of the RFP Packet "Each Proposer shall ensure that required parts of the response are completed with accuracy and submitted as per the requirements within this specifications packet, including any addenda. Failure to return and/or complete all required documentation will result in a response being declared as non-responsive."

4. **Question:** How do I answer the boxes on the Disclosure of Lobbying Activities form (page 42)?

Answer: If your company is involved in lobbying activities, please answer all questions according to the lobbying activities being disclosed.

If your company is not involved in lobbying activities please answer as follows:

- Type of Federal Action – choose 'a' contract
- Status of Federal Action – choose 'a' bid/offer/application
- Report Type – choose 'a' - initial filing
- Name and Address of Reporting Entity – enter your company's name and address
- If reporting entity in No. 4 (Name and Address of Reporting Entity) is a Sub Awardee, enter name and address of prime – enter 'N/A'



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- Federal Department/Agency – enter ‘N/A’
- Federal Program Name/Description – enter ‘N/A’
- Federal Action Number – enter ‘N/A’
- Award Amount – enter ‘N/A’
- Name and Address of Lobbying Registrant – enter ‘N/A’
- Individuals performing services – enter ‘N/A’
- Sign, print name, enter title, telephone no., and date

5. **Question:** What do I need to include on the cover sheet noted on page 5 in the checklist?

Answer: The cover sheet should include:

Name of the Project: RFP #26-4879DR-M Term Contract for Road Building Materials

Proposer Name

Proposer Address

Date of the Proposal

Email address

Telephone number

Fax number (if applicable)

6. **Question:** Is there a help guide for the SAM.gov registration?

Answer: Yes. The following link provides a guide to prepare for registration:

<https://sam.gov/sites/default/files/2024-11/entity-checklist.pdf>

7. **Question:** Knowing that it will take some time for the County to be reimbursed by FEMA, how does that affect an awarded contractor’s payment terms?

Answer: Mason County will follow its standard payment process terms and processes for contractors awarded under a resulting contract from this RFP.

8. **Question:** What is the status of the County’s mitigation projects under FEMA declaration 4879-DR?

Answer: The status of mitigation projects under FEMA declaration 4879-DR is ongoing. Some projects have been developed and submitted for approval. Other projects are in process of being developed for submittal to FEMA for approval.



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9. **Question:** What does the County consider 'unclassified fill' on the Cost Proposal Form?

Answer: Overburden fill

10. **Question:** Section 4.3 Tab 1 – Transmittal Letter – What should be included in the transmittal letter?

Answer:

- Name of the Company/Contractor
- Commitment of the Company/ Contractor to provide the materials and/or services requested in RFP #26-4879DR-M
- Statement that the proposal is valid for 90-days
- Statement of Acceptance of the Terms and Conditions of the RFP or a listing by reference of section and number of the RFP requirement that
- Summary statement of key qualifications of your company to provide the requested materials and/or services for Mason County
- the Company/Contractor of the terms and conditions that the Proposer takes exception with
- Transmittal letter must be signed by a person legally authorized to bind the Proposer to the representations in the response.

11. **Question:** What required forms must be notarized?

Answer: The House Bill 89 Verification form (page 47) and Respondent's Affidavit (page 48) must be notarized.

12. **Question:** Does the County offer free notary services?

Answer: Yes. These services are available at the vehicle registration office, located at 205 Westmoreland St., Mason, TX 76856.

RFP CLARIFICATIONS:

1. Page 8 – 1.14 Form 1295 (Texas Ethics Commission)
The hyperlink included for the Texas Ethics Commission website is incorrect. Please use the following link for registration and filing of FORM 1295:

<https://prd.tecprd.ethicsefile.com/TECCertInt/pages/login/certLogin.jsf>



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END OF ADDENDUM NO. 1
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I acknowledge by my signature below the contents of this addendum.

Signature of Authorized Representative

Printed Name of Authorized Representative

Date

PROPOSER: Include the signed addendum with your proposal submission after page 34 of the Full RFP Document – Tab 6