

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

SAHIB RAO
County Auditor, Hill County

County Auditor, Har

Instructions:

Please make note of Due Date. Bid must be received by 2:00 pm, Friday, March 22, 2024. Please mark outside of the envelope BID - Type of Supplies. 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 2:00 pm, Friday, March 22, 2024. Please mark outside of the envelope <u>BID.</u>

Thank you for your cooperation.

Sahib Rao, County Auditor Hill County, Texas srao@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; offsite and onsite fuel, oil, road materials, corrugated steel pipe petroleum supplies and emulsions, treated lumber, all types of road base, contracts for crushing services, concrete and corrugated bridges, box culvert construction, contracts for hauling and scrap metal bids for the twelve (12) month period beginning April 1, 2024 through March 31, 2025. 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, 1<sup>st</sup> floor, Hillsboro, TX by 2:00 pm on Friday, March 22<sup>nd</sup>, 2024 with bids to be opened at 2:15 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: Thursday March 7th, Thursday March 14th, and Thursday March 21st.

## 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. MEASUREMENT:

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. QUANTITY:

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

FORM 129	5 attached	Y	N	must receive by contract date
V.	SUBMITTED BY:  Company Name Address:			
	Telephone:			
	Contact:	Signature		

## 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	Fet Oty	Unit of Measure	FOB County FOB Plant Unit Cost Unit 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
3001 gai.	3,001	541	/gai
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	Surface Tre	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 Prime Oil & Dust		-	
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
A.E. D. Deines - O'l Consent - 1-1			
AE-P Prime Oil for sub-grade	500	as1	/go1
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
CRS-2 Asphalt Emulsion	700		7. 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
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
Joor gan.	10,000	Bui	
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
Type D Hot Mix – ordered by			
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	/@1
2501 gal. to 5000 gal.	2,501	gal	/gal
5001 gal. +	5,001	gal	/gal
o o o z guan	2,001	Sur	
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		
X		
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.

Signature			

Visit https://www.ethics.state.tx.us/whatsnew/elf info form1295.htm for more information.

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

## Statement of No Bid

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

## srao@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
requiren	nents Remarks:
	erstand this if this "Statement of No Bid" is not executed and returned, our name maybe from the list of qualified bidders.
Compai	ny Name:
Address	;
	te/Zip:
Signatu	re:

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. Lew

Hill County Judge

## FORM CIQ CONFLICT OF INTEREST QUESTIONNAIRE For vendor doing business with local governmental entity OFFICE USE ONLY 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 Date Received 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. 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.) 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 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 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).

Form provided by Texas Ethics Commission

Signature of vendor doing business with the governmental entity

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www.ethics.state.tx.us

Revised 1/1/2021

## 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.

<u>Local Government Code § 176.001(1-a)</u>: "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;
        - .
      - (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:
  - 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.

## **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;

(1)	"Nonresident bidder" refers to a	person who is not a resident.
	tractor whose ultimate parent con	rson whose principal place of business in this state, mpany or majority owner has a principal place of
	(company name) Government Code §2252.001.	is a Resident Bidder of Texas as defined in
I cellif	y that(company name)	is a Nonresident Bidder as defined in Texas
Govern	ment Code§ 2252.001 and our p	rincipal place of business is

## (Rev. October 2018)

### Request for Taxpayer **Identification Number and Certification**

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

interna	Il Revenue Service	► Go to w	vww.irs.gov	//Formwy for in	struction	ons and the is	itest into	rmation					
	1 Name (as shown on	your income tax return	). Name is rec	quired on this line; (	do not le	ave this line bia	nk.	N. Edytelo					
	2 Business name/disr	egarded entity name, if	different from	n above									
Print or type. Specific instructions on page 3.	following seven boxes.  Individual/sole proprietor or C Corporation S Corporation Partnership Trust/estate single-member LLC  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 disregarded from the owner unless the owner of the LLC is							e E E E E E E E E E E E E E E E E E E E	Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):  Exempt payee code (if any)  Exemption from FATCA reporting code (if any)  (Applies to eccounts maintained outside the U.S.)				
8	Name of the last o	treet, and apt. or suite r	no.) See Instr.	uctions.			Requi	ester's na	-	d address			
Enter	Taxpaye  your TIN in the approup withholding. For in	r Identification	provided m	ust match the na				Social	secu	rity numb	er		
reside	ent alien, sole proprie es, it is your employer	tor, or disregarded e	ntity, see th	e instructions for	r Part I,	later. For other	r			-	-		
TIN, I			. ()			,	3	or					_
	If the account is in n				1. Also	see What Nan	ne and	Emplo	yer ic	entificati	on numbe	H	
rvume	ber To Give the Requ	ister for guidelines o	n whose no	mber to enter.					-				
Par	Certifica	tion											
Unde	r penalties of perjury,	I certify that:											
2. I ar Se	e number shown on to m not subject to back rvice (IRS) that I am s longer subject to back	up withholding beca ubject to backup wit	use: (a) I an thholding as	n exempt from be	ackup v	rithholding, or	(b) I have	not bee	en not	tified by t	the Interr		
3. I ar	m a U.S. citizen or oth	er U.S. person (defin	ned below);	and									
4. Th	e FATCA code(s) ente	red on this form (if a	ny) indicatir	ng that I am exen	mpt from	FATCA repo	rting is o	orrect.					
you h	fication instructions.  ave failed to report all	interest and dividends	s on your tax	return. For real e	estate tra	insactions, iter	n 2 does	not apply	. For	mortgage	interest	paid,	

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 Signature of U.S. person ▶

#### **General Instructions**

Section references are to the Internal Revenue Code unless otherwise

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 (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.

Cat. No. 10231X

Form W-9 (Rev. 10-2018)



## HB 89 COMPLIANCE

	verifies that	t (it/he/she) does not boycott Isrea	l and will not boycot
Isreal during the term of thi	s contract.		
The term 'boycott Isreal" is	as defined by Texas Governmen	Code§ 808.001 effective Septem	aber 1, 2017.
(Company Name)	(address)		
(Signature)	(Title)	(date)	
		Re:	
(email)	(ph	one)	