

# PURCHASING DEPARTMENT REQUEST FOR BID

## 20-013

# MANHOLES – CONCRETE CURED-IN-PLACE MANHOLE

BIDS DUE THURSDAY, FEBRUARY 27, 2020 BY 2:30 P.M.

## **Contents**

INVITATION TO BID	3
GENERAL CONDITIONS	4
INSURANCE REQUIREMENTS	10
NON-COLLUSION AFFIDAVIT OF BIDDER	11
BID CERTIFICATION	12
COMPLIANCE WITH HOUSE BILL 1295	13
FOR DISADVANTAGED BUSINESS ENTERPRISES ONLY	14
CONFLICT OF INTEREST QUESTIONNAIRE	15
SPECIFICATIONS	18
CONSTUCTION AGREEMENT SAMPLE	25

#### **INVITATION TO BID**

The City of North Richland Hills is accepting sealed bids from all interested parties for:

➤ Bid Number: 20-013

➤ Bid Type: REQUEST FOR BID

➤ Bid Name: MANHOLES – CONCRETE CURED-IN-PLACE MANHOLE

Bid Due Date: Thursday, February 27, 2020
Bid Due Time: 2:30 P.M. Central Standard Time

➤ Deadline for questions:

Date: Thursday, February 20, 2020 Time: 12:00 P.M. Central Standard Time

#### DOCUMENTS MUST BE SUBMITTED ELECTRONICALLY VIA:

#### www.publicpurchase.com

No oral explanation in regards to the meaning of the specifications will be made, and no oral instructions will be given after the pre-bid meeting and before the award of the contract. Requests from interested vendors for additional information or interpretation of the information included in the specifications should be directed in writing as a question related to this bid on Public Purchase and the question will be answered on Public Purchase. All addendums will also be posted to Public Purchase. It will be the vendor's responsibility to check all information related to this bid on Public Purchase before submitting a response.

The City of North Richland Hills reserves the right to reject in part or in whole all bids submitted, and to waive any technicalities for the best interest of the City of North Richland Hills.

#### **GENERAL CONDITIONS**

In submitting this bid, the Bidder understands and agrees to be bound by the following terms and conditions. These terms and conditions shall become a part of the purchase order or contract and will consist of the invitation to bid, specifications, the responsive bid and the contract with attachments, together with any additional documents identified in the contract and any written change orders approved and signed by a city official with authority to do so. All shall have equal weight and be deemed a part of the entire contract. If there is a conflict between contract documents, the provision more favorable to the City shall prevail.

#### 1. BID TIME

It shall be the responsibility of each Bidder to ensure his/her bid are submitted to the Public Purchase website on or before **2:30 P.M. Thursday, February 27, 2020**. The official time shall be determined by the Public Purchase Website. The Public Purchase Website will NOT allow bid responses to be uploaded after the closing time.

All attached bid documents are to be returned completely filled out, totaled, and signed. The City of North Richland Hills will not accept any bid documents other than the attached.

#### 2. WITHDRAWING BIDS/PROPOSALS/QUOTES

Bids may be withdrawn at any time prior to the official opening; request for non-consideration of bids must be made in writing to the Purchasing Manager and received prior to the time set for opening bids. The bidder warrants and guarantees that his/her bid has been carefully reviewed and checked and that it is in all things true and accurate and free of mistakes. Bidder agrees that a bid price may not be withdrawn or canceled by the bidder for a period of ninety (90) days following the date designated for the receipt of bids.

#### 3. IRREGULAR BIDS/PROPOSALS/OUOTES

Bids will be considered irregular if they show any omissions, alterations of form, additions, or conditions not called for, unauthorized alternate bids, or irregularities of any kind. However, the City of North Richland Hills reserves the right to waive any irregularities and to make the award in the best interest of the City.

#### 4. REJECTION/DISQUALIFICATION

Bidders will be disqualified and/or their bids rejected, among other reasons, for any of the specific reasons listed below:

- a) Bid received after the time set for receiving bids as stated in the advertisement;
- b) Reason for believing collusion exists among the Bidders;
- c) Bid containing unbalanced value of any item; bid offering used or reconditioned equipment;
- d) Where the bidder, sub-contractor or supplier is in litigation with the City of North Richland Hills or where such litigation is contemplated or imminent;
- e) Uncompleted work which in the judgment of the City will prevent or hinder the prompt completion of additional work, or having defaulted on a previous contract;
- f) Lack of competency as revealed by reference checks, financial statement, experience and equipment, questionnaires, or qualification statement;

g) Bid containing special conditions, clauses, alterations, items not called for or irregularities of any kind, which in the Owner's opinion may disqualify the Bidder.

However, the City of North Richland Hills reserves the right to waive any irregularities and to make the award in the best interest of the City of North Richland Hills.

#### 5. BID EVALUATION

Award of bid, if it be awarded, will be made to the lowest responsible bidder or may be awarded to the bidder that offers the goods and/or services at the *best value* for the City (Texas Local Government Code, 252.043). In determining the best value the City will consider the following:

- a) The purchase price; terms and discounts; delivery schedule;
- b) The reputation of the bidder and of the bidder's goods or services;
- c) The quality of the bidders' goods or services;
- d) The extent to which the bidder's goods or services meet the City specifications and needs;
- e) The bidder's past relationship with the City;
- f) Total long term cost to the city to acquire the bidder's goods or services;
- g) Any relevant criteria specifically listed in the specifications;
- h) Compliance with all State and local laws, General Conditions and Specifications;
- i) Results of testing, if required;
- j) Warranty and/or guarantee, maintenance requirements and performance data of the product requested;
- k) City's evaluation of the bidder's ability to perform to specifications.

#### 6. AWARD OF BID

The bid award will be made within sixty (60) days after the opening of bids. No award will be made until after investigations are made as to the responsibilities of the best bidder.

The City of North Richland Hills reserves the right to award bids whole or in part when deemed to be in the best interest of the City. Bidder shall state on bid form if their bid is "all or none", otherwise it shall be considered as agreeing to this section.

Information contained in submitted bid documents shall not be available for inspection until after the award has been made by the City Council. Requests for this information must be submitted in writing.

#### 7. ASSIGNMENT

The successful bidder may not assign his/her rights and duties under an award without the written consent of the North Richland Hills City Manager. Such consent shall not relieve the assignor of liability in the event of default by his assignee.

#### 8. SUBSTITUTIONS/EXCEPTIONS

Exceptions/variations from the specifications may be acceptable provided such variations, in each instance, is noted and fully explained in writing and submitted with bid. NO substitutions or changes in the specifications shall be permitted after award of bid without prior written approval by the Purchasing Manager.

#### 9. **DELIVERY/ACCEPTANCE**

The delivery date is an important factor of this bid and shall be considered during the evaluation process. The City considers delivery time the period elapsing from the time the order is placed until the City receives the order at the specified delivery location. All material shall be delivered F.O.B. City of North Richland Hills to the address specified at the time of order. Acceptance by the City of North Richland Hills of any delivery shall not relieve the Contractor of any guarantee or warranty, expressed or implied, nor shall it be considered an acceptance of material not in accordance with the specifications thereby waiving the City of North Richland Hills right to request replacement of defective material or material not meeting specifications.

#### 10. NOTICE OF DELAYS

Whenever the contractor encounters any difficulty which is delaying or threatens to delay timely performance, written notice shall immediately be given to the Purchasing Manager, stating all relevant information. Such notice shall not in any way be construed as a waiver by the City of any rights or remedies to which it is entitled by law. Delays in performance and/or completion may result in cancellation of agreement.

#### 11. SALES TAX

The City of North Richland Hills is exempt from Federal Excise and State sales tax; therefore tax must not be added to bid.

#### 12. TIE BIDS

In the event of a tie bid, State Law provides the bid or contract shall be awarded to the local bidder. In cases where a local bidder is not involved, tie bids shall be awarded by drawing lots at the City Council meeting, or as otherwise directed by the Mayor.

#### 13. BRAND NAME OR EQUAL

If items are identified by a "brand name" description, such identification is intended to be descriptive, not restrictive, and is to indicate the quality and characteristics of products that will be satisfactory. As used in this clause, the term "brand name" includes identification of products by make and model.

Such products must be clearly identified in the bid as an equal product and published specifications of the equal products offered must be included with the bid reply.

Bids offering equal products will be considered for award if determined by the Purchasing Manager and the user department to be equal in all material respects to the brand name products referenced. The decision of acceptable "equal" items or variations in the specifications will solely be the City of North Richland Hills. Unless the bidder clearly indicates in his/her bid that he is offering an "equal" product, his bid shall be considered as offering the brand name product referenced in the invitation for bids.

#### 14. REFERENCES

A minimum of three (3) references, preferably located within the Dallas/Fort Worth Metroplex, must be submitted with each bid. Company name, contact and phone number must be included with each reference.

#### 15. PROHIBITION AGAINST PERSONAL FINANCIAL INTEREST IN CONTRACTS

No employee of the City of North Richland Hills shall have a direct or indirect financial interest in any proposed or existing contract, purchase, work, sale or service to or by the City (CMA-074, Standards of Conduct, Section IV).

#### 16. TERMINATION/NON PERFORMANCE

Continuing non-performance of the vendor in terms of Specifications shall be a basis for the termination of the contract by the City. The City of North Richland Hills 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 City in the event of breach or default of this contract. The City reserves the right to terminate the contract immediately in the event the successful bidder fails to 1.) Meet delivery schedules or, 2.) Otherwise not perform in accordance with these specifications.

Breach of contract or default authorizes the City to award to another bidder, and/or purchase elsewhere and charge the full increase in cost and handling to the defaulting successful bidder.

The contract may be terminated by either party upon written thirty (30) days' notice prior to cancellation without cause.

#### 17. ATTORNEYS FEES

Neither party to this contract shall be entitled to attorney fees for any matter arising under this contract, whether for additional work, breach of contract, or other claim for goods, services, or compensation. All claims for attorney's fees are hereby WAIVED.

#### 18. INDEMNITY

City shall not be liable or responsible for, and shall be saved and held harmless by Contractor from and against any and all suits, actions, losses, damages, claims, or liability of any character, type, or description, including claims for copyright and patent infringement, and including all expenses of litigation, court costs, and attorney's fees for injury or death to any person, or injury to any property, received or sustained by any person or persons or property, arising out of, or occasioned by, directly or indirectly, the performance of Contractor under this agreement, including claims and damages arising in part from the negligence of City, without; however, waiving any governmental immunity available to the CITY under Texas law and without waiving any defenses of the parties under Texas law. The provisions of this indemnification are solely for the benefit of the parties hereto and not intended to create or grant any rights, contractual or otherwise, to any other person or entity.

It is the expressed intent of the parties to this Agreement that the indemnity provided for in this section is an indemnity extended by Contractor to indemnify and protect City from the consequences of City's own negligence, provided, however, that the indemnity provided for in this section shall apply only when the negligent act of City is a contributory cause of the resultant injury, death, or damage, and shall have no application when the negligent act of City is the sole cause of the resultant injury, death, or damage, unmixed with the legal fault of another person or entity. Contractor further agrees to defend, at its own

expense, and on behalf of City and in the name of City, any claim or litigation brought in connection with any such injury, death, or damage.

The Contractor will secure and maintain Contractual Liability insurance to cover this indemnification agreement that will be primary and noncontributory as to any insurance maintained by the City for its own benefit, including self-insurance.

#### 19. PERFORMANCE AND PAYMENT BONDS

In the event the total contract amount exceeds \$100,000, the Contractor shall be required to execute a performance bond in the amount of one hundred (100) percent of the total contract price; if the total contract amount exceeds \$50,000 the contractor shall be required to execute a payment bond in the amount of one hundred (100) percent of the total contact price, each in standard forms for this purpose, guaranteeing faithful performance of work and guaranteeing payment to all persons supply labor and materials or furnishing any equipment in the execution of the contract. It is agreed that this contract shall not be in effect until such performance and payment bonds are furnished and approved by the City of North Richland Hills. No exceptions to this provision allowed.

Unless otherwise approved in writing by the City of North Richland Hills, the surety company underwriting the bonds shall be acceptable according to the latest list of companies holding certificates of authority from the Secretary of the Treasury of the United States.

Attorneys-in-fact who sign bid bonds or contract bonds must file with each bond a certified and current copy of their power of attorney.

## 20. INTERLOCAL AGREEMENT

Successful bidder agrees to extend prices and terms to all entities who have entered into or will enter into joint purchasing interlocal cooperation agreements with the City of North Richland Hills.

Yes, we agree	[ ] No, we do not agree
$\chi_1$ 100, we agree	[ ] 1 to, we do not agree

#### 21. ELECTRONIC PROCUREMENT

The City of North Richland Hills has adopted policies and procedures complying with Local Government Code Section 252.0415, Section 271.906 and Section 2155.062. The City of North Richland Hills may receive submittals in electronic form in response to procurement requests. However, a bid that is submitted non-electronically by the due date and time will be accepted and then entered electronically by Purchasing after the bid opening.

#### 22. COMPLIANCE WITH SB 89:

Vendor agrees per HB 89 of the 85th Texas Legislative Session, and in accordance with Chapter 2270 of the Texas Government Code, vendor has not and shall not boycott Israel at any time while providing products or services to the City of North Richland Hills.

[X] Yes, we agree	J NO,	we do	not agree
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#### 23. COMPLIANCE WITH SB 252:

Vendor agrees per SB 252 of the 85<sup>th</sup> Texas Legislative Session, and in accordance with Chapter 2252 of the Texas Government Code, vendor shall not do business with Iran, Sudan or a foreign terrorist organization while providing products or services to the City of North Richland Hills.

[X] Yes, we agree [ ] No, we do not agree \*

#### 24. ETHICS AND COMPLIANCE POLICY

The City's Ethics and Compliance Policy can be found at The City of North Richland Hills Purchasing Division webpage - Or you may request a copy from the Purchasing Division. Acknowledgment - The City of North Richland Hills' Internal Ethics and Compliance Policy has been made available to me. I understand the expectations of ethical behavior and compliance with the law, and agree to adhere to the City's ethics policies.

https://www.nrhtx.com/DocumentCenter/View/389/Code-of-Ethics---PDF?bidId

[	XJ I agree
[	] I do not agree

#### 25. DEPARTMENT OF TRANSPORTATION (TXDOT) RELATED BIDS

"The City of North Richland Hills, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award." Due care and diligence has been used in preparation of this information, and it is believed to be substantially correct. However, the responsibility for determining the full extent of the exposure and the verification of all information presented herein shall rest solely with the bidder. The City of North Richland Hills and its representatives will not be responsible for any errors or omissions in these specifications, nor for the failure on the part of the proposer to determine the full extent of the exposures.

<sup>\*</sup> By selecting no, vendor certifies that it is affirmatively excluded from the federal sanctions regime by the United States government and is not subject to the contract prohibition under Section 2252.154 of the Texas Government Code. Vendor shall provide sufficient documentation to the City of such exclusion prior to award of any contract for goods or services.

#### **INSURANCE REQUIREMENTS**

Contractors performing work on City property or public right-of-way for the City of North Richland Hills shall provide the City a certificate of insurance evidencing the coverages and coverage provisions identified herein. Contractors shall provide the City evidence that all subcontractors performing work on the project have the same types and amounts of coverages as required herein or that the subcontractors are included under the contractor's policy. The City, at its own discretion, may require a certified copy of the policy.

# All insurance companies and coverages must be authorized by the Texas Department of Insurance to transact business in the State of Texas and must be acceptable to the City of North Richland Hills.

Listed below are the types and amounts of insurance generally required. The City reserves the right to amend the insurance requirements or require additional types and amounts of coverages or provisions depending on the nature of the work or services to be performed.

Type of Insurance	Amount of Insurance	Provision
Commercial General Liability to	\$1,000,000 each occurrence,	City to be listed as additional
include coverage for:	\$1,000,000 general aggregate;	insured and provided 30 day-notice
a) Premises/Operations		of cancellation or material change
b) Products/Completed	Or	in coverage
Operations c) Independent Contractors	\$1,000,000 combined single limits	City prefers that insurer be rated
<ul><li>c) Independent Contractors</li><li>d) Personal Injury</li></ul>	\$1,000,000 combined single mints	B+V1 or higher by A. M. Best or A
e) Contractual Liability		or higher by Standard & Poor's
f) Personal/Advertising Injury		of higher by Standard & 1 our s
g) Medial Expense		
h) Fire Legal Liability		
i) Underground Hazard		
j) Explosion/Collapse Hazard		
k) Patent Infringement		
Copyright Law Violations		
2. Consultants, architects, engineers,	\$500,000 Professional Liability	
Landscape design specialist, other	with proof that aggregate is still	
professional services	available.	
3. Workers' Compensation &	Statutory Limits	Alternate employer endorsement
Employers' Liability	\$500,000 each accident	required
4. Comprehensive Automobile	\$500,000 Combined single limit	
Liability Insurance, including	for bodily injury and property	
coverage for loading and unloading hazards, for	damage	
a) Owned/Leased Vehicles		
b) Non-Owned Vehicles		
c) Hired Vehicles		

#### A PURCHASE ORDER WILL NOT BE ISSUED WITHOUT EVIDENCE OF INSURANCE.

## NON-COLLUSION AFFIDAVIT OF BIDDER

State of_	Texas C	County of	Wise	
Guille (Name)	lermo Rodriguez	_ verifies th	that:	
(1)	He/She is owner, partner, office	er, represen	ntative, or agent of	
	GRod Construction LLC. bid: (Company Name)		_, has submitted the attached	
(2)	He/She is fully informed in res regard to attached bid;	pect to the j	preparation, contents and circumstan	nces in
(3)	colluded, conspired or agreed,	directly or i	, partners, agents or employees has in indirectly with any other bidder, firm ection with attached bid and the price	n or person
SIGN	NATURE			
	illermo Rodriguez NTED NAME			
Subsc	scribed and sworn to before me thi	S		
NOT.	TARY PUBLIC in and for  Wise County, Texas	5.	SUMMER D. JOHNSON Notary Public, State of Texas Comm. Expires 12-15-2021	
My co	commission expires: 12-15-20	021	Notary ID 131382966	

THIS FORM MUST BE COMPLETED, NOTARIZED AND SUBMITTED WITH BID

## **BID CERTIFICATION**

The Undersigned, in submitting this bid, represents and certifies:

- a. He/she is fully informed regarding the preparation, contents and circumstances of the attached bid;
- b. He/she proposes to furnish all equipment/service at the prices quoted herein and bid is in strict accordance with the conditions and specifications stated herein;
- c. There will be at no time a misunderstanding as to the intent of the specifications or conditions to be overcome or pleaded after the bids are opened;
- d. He/she is an equal opportunity employer, and will not discriminate with regard to race, color, national origin, age or sex in the performance of this contract.
- e. The undersigned hereby certifies that he/she has read, understands and agrees that acceptance by the City of North Richland Hills of the bidder's offer by issuance of a purchase order will create a binding contract. Further, he/she agrees to fully comply with documentary forms herewith made a part of this specific procurement.

COMPANY:	GRod Construction LLC.
ADDRESS:	8989 E. Rock Island Ave.
CITY, STATE & ZIP:	Boyd Texas 76023
TELEPHONE:	682-302-3219
FAX	682-204-0191
EMAIL:	grod@grodconstruction.com
SIGNATURE:	Kill Rys
PRINTED NAME:	Guillermo Rodriguez
DATE:	02/27/2020

#### **COMPLIANCE WITH HOUSE BILL 1295**

In 2015, the Texas Legislature adopted House Bill 1295, which added section 2252.908 of the Government Code. The law states that a governmental entity may not enter into certain contracts with a business entity unless the business entity submits a disclosure of interested parties to the governmental entity at the time the business entity submits the signed contract to the governmental entity.

The law applies only to a contract of a governmental entity that either (1) requires an action or vote by the governing body of the entity or agency before the contract may be signed or (2) has a value of at least \$1 million. The disclosure requirement applies to a contract entered into on or after January 1, 2016.

The Texas Ethics Commission has adopted rules necessary to implement the law, prescribed the disclosure of interested parties form, and posted a copy of the form on the commission's website.

#### **Filing Process:**

The commission has made available on its website a new filing application that must be used to file Form 1295. A business entity must:

- 1) Use the application to enter the required information on Form 1295,
- 2) Print a copy of the completed form, which will include a certification of filing that will contain a unique certification number.
- 3) Contract Number should be the Bid/RFP Number and Bid Title.
- 4) Sign the printed copy of the form (an authorized agent of the business entity must sign),
- 5) Either include your personal information or have the form notarized,
- 6) File the completed Form 1295 with the certification of filing with the governmental body with which the business entity is entering into the contract.

The governmental entity must notify the commission, using the commission's filing application, of the receipt of the filed Form 1295 with the certification of filing not later than the 30th day after the date the contract binds all parties to the contract. The commission will post the completed Form 1295 to its website within seven business days after receiving notice from the governmental entity.

Information regarding how to use the filing application may be found at https://www.ethics.state.tx.us/whatsnew/elf info form1295.htm.

#### FOR DISADVANTAGED BUSINESS ENTERPRISES ONLY

<u>Disadvantaged Business Enterprises (DBE)</u> are encouraged to participate in the City of North Richland Hills bid process. Representatives from DBE Companies should identify themselves as such and submit a copy of their Certification.

The City of North Richland Hills recognizes the certifications of both the State of Texas Building and Procurement Commission HUB Program and the North Central Texas Regional Certification Agency. All companies seeking information concerning DBE certification are urged to contact:

Texas Building and Procurement Commission Statewide HUB Program 1711 San Jacinto Blvd., Austin TX 78701-1416 P O Box 13186, Austin, TX 78711-3186 (512) 463-5872

http://www.window.state.tx.us/procurement/prog/hub/hub-certification/

North Central Texas
Regional Certification Agency
624 Six Flags Drive, Suite 216
Arlington, Texas 76011
(817) 640-0606
<a href="http://www.nctrca.org/certification.html">http://www.nctrca.org/certification.html</a>

If your company is already certified, attach a copy of your certification to this form and return as part of your packet.

Company Names: _	Grod Construction L	LC	
	Guillermo Rodriguez		
<b>Address:</b> 889 E. F	Rock Island Ave.		
City, State, Zip:	Boyd Texas 76023		
Telephone No. <u>68</u>	2-302-3219	Fax No. <u>682-204-0191</u>	
Email address:	grod@grodconstructio	n.com	
INDICATE ALL T	X Minority-Owned Women-Owned	ed Business Enterprise I Business Enterprise Business Enterprise	



# Minority Business Enterprise (MBE) GRod Construction, LLC.

## **GRod Construction, LLC.**

has filed with the Agency an Affidavit as defined by NCTRCA Minority Business Enterprise (MBE) Policies & Procedures and is hereby certified to provide service(s) in the following areas:

NAICS 237110: UTILITY LINE (I.E., SEWER, WATER), CONSTRUCTION
NAICS 237110: WATER AND SEWER LINE AND RELATED STRUCTURES CONSTRUCTION
NAICS 237110: WATER PUMPING OR LIFT STATION CONSTRUCTION
NAICS 237310: CONCRETE PAVING (I.E., HIGHWAY, ROAD, STREET, PUBLIC SIDEWALK)
NAICS 238140: MASONRY CONTRACTORS
NAICS 238910: EXCAVATION CONTRACTORS

This Certification commences February 14, 2020 and supersedes any registration or listing previously issued. This certification must be updated every two years by submission of an Annual Update Affidavit. At any time there is a change in ownership, control of the firm or operation, notification must be made immediately to the North Central Texas Regional Certification Agency for eligibility evaluation.

Certification Expiration: February 28, 2022

Issued Date: February 14, 2020

CERTIFICATION NO. HMMB37262N1121



Certification Administrator

Edicia Mitchell

## CONFLICT OF INTEREST QUESTIONNAIRE

Pursuant to Chapter 176 of the Texas Local Government Code, a person, or agent of a person, who contracts or seeks to contract for the sale or purchase of property, goods, or services with the City of North Richland Hills must file a completed conflict of interest questionnaire. The conflict of interest questionnaire must be filed with the City Secretary of the City of North Richland Hills no later than the seventh business day after the person or agent begins contract discussions or negotiations with the City of North Richland Hills or submits to the City of North Richland Hills an application, response to a request for proposal or bid, correspondence, or another writing related to a potential agreement with the City of North Richland Hills. An updated conflict of interest questionnaire must be filed in accordance with Chapter 176 of the Local Government Code. An offense under Chapter 176 is a Class C misdemeanor.

The Conflict of Interest Questionnaire is included as part of this document and can be found at:

https://www.ethics.state.tx.us/forms/CIQ.pdf

## 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 Date Received 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 Name of vendor who has a business relationship with local governmental entity. GRod Construction LLC. 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 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? No 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.

Form provided by Texas Ethics Commission

6

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www.ethics.state.tx.us

Check this box if the vendor has given the local government officer or a family member of the officer one or more gifts

02/27/2020

as described in Section 176.003(a)(2)(B). excluding gifts described in Section 176.003(a-1).

business with the governmental entity

## 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):

- $(a) \ \ A \ local \ government \ of ficer \ shall \ file \ a \ conflicts \ disclosure \ statement \ with \ respect \ to \ a \ vendor \ if:$ 
  - (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
      - $\begin{tabular}{ll} \textbf{(i)} & a contract between the local governmental entity and vendor has been executed; \\ \end{tabular}$

OI

- (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.

#### **SPECIFICATIONS**

<u>Introduction:</u> The City of North Richland Hills intends to utilize the most appropriate and long lasting manhole rehabilitation technique to a portion of its manholes on a yearly basis. This project is specifically for the <u>Manholes – Concrete Cured-In-Place Manhole</u> portion of our manhole rehabilitation project. As funding levels are unknown from year to year an estimation has been given based on this year's funding level.

### Bid Item(s):

Item No.	Estimated Quantity	Bid Item Description	Unit	Unit Price	Extended Price
1.	10	Installed 4' Diameter Manhole (0-5' deep)	Each	\$_2,500.00	\$_25,000.00
2.	5_	Installed 5' Diameter Manhole (0-5' deep)	Each	\$_3,000.00	\$_15,000.00
3.	2	Installed 5' Diameter Drop Manhole (0-5' deep)	Each	\$_4,000.00	\$_8,000.00_
4.	40	4' Diameter Manhole Extra Depth >5ft	Each	\$_400.00	\$_16,000.00
5.	20	5' Diameter Manhole Extra Depth >5ft	Each	\$_550.00	\$_11,000.00_

#### **Bid Item Description:**

## 1. Install 4' Diameter Manhole (0-5' deep)

4' standard sanitary sewer manholes shall be furnished and installed in accordance with the City of North Richland Hills Public Works Design Manual and the City Specifications Figure 1S. Payment for the 4' diameter standard manhole shall be based on the number of manholes installed for each specified diameter and shall include materials and vacuum testing.

#### 2. Install 5' Diameter Manhole (0-5' deep)

5' diameter standard sanitary sewer manholes shall be furnished and installed in accordance with the City of North Richland Hills Public Works Design Manual and the City Specifications Figure 1S and 3S. Figure 3S identified an internal drop, however a separate bid item will be advertised for internal drop manholes. Payment for the 5'

diameter standard manholes shall be based on the number of manholes installed for each specified diameter and shall include materials and vacuum testing.

#### 3. Install 5' Diameter Drop Manhole (0-5' deep)

5' diameter standard sanitary sewer manhole shall be furnished and installed in accordance with the City of North Richland Hills Public Works Design Manual and the City Specifications Figure 3S. Payment for the 5' diameter drop manhole shall be based on the number of manholes installed for each specified diameter and shall include materials and vacuum testing.

#### 4. 4' Diameter Manhole Extra Depth > 5feet

Payment for extra depth for 4' diameter manholes shall be made on the basis of the number of vertical feet (VF) of manhole in excess of 5 feet. Measurement shall be taken from the flow line with the lowest elevation to extend to the highest portion of the concrete manhole, excluding the height of the cast iron ring and lid.

#### 5. <u>5' Diameter Manhole Extra Depth > 5 feet</u>

Payment for extra depth for 5' diameter manholes shall be made on the basis of the number of vertical feet (VF) of manhole in excess of 5 feet. Measurement shall be taken from the flow line with the lowest elevation to extend to the highest portion of the concrete manhole, excluding the height of the cast iron ring and lid.

#### **Specifications**

Execution and construction of aforementioned bid items shall be governed as per City of North Richland Hills Public Works Design Manual Figures 1S and 3S contained herein this bid packet.

- 1) Standard Cast-In-Place manhole to be used with sewers 6" through 36" in diameter where specified.
- 2) The connection of the sewer pipe to the manhole shall be accomplished by using manhole coupling or rubber ring water stops as recommended by the pipe manufacturer.
- 3) Class "A" concrete shall have 5 sacks cement/C.Y., and a 3000 PSI compressive strength at 28 days.
- 4) Services which are connected to manholes shall be installed a minimum of 8 inches above the main flow line.

#### **Project Details**

The City of North Richland Hills will determine the manholes that will be constructed with a cured-in-place manhole. These manholes will be a part of the annual manhole rehabilitation project and planned construction of new placement manholes. Contractor shall be available within a four (4) week notification from the City to install the cured-in-place manhole. The City will require a 48 hour notice prior to the installation date of the manhole from the contractor. The contractor shall anticipate the minimum quantity per mobilization to be one manhole. The City will complete all traffic control and excavation prior to installation. The contractor will form and pour the new manhole. Below list the City and Contractor Responsibilities for this bid request.

#### **City Responsibilities**

The City of North Richland Hills will be responsible for providing the following:

- All necessary traffic control
- All excavation efforts on site including excavation and shoring stabilization
- City will be responsible for restoration of the pipe on the ingress/egress of manhole prior to cure-in-place manhole installation.
- City will provide ring and cover
- City will restore excavation site including all backfill and permanent pavement restoration, landscaping of site specific and preapproved quantities of landscaping turf (sod).
- Provide access to project locations located outside the public rights of way (ROW)
- Residential notifications and communications at the jobsite.
- Conduct a jobsite condition preconstruction meeting prior to construction commencement.

#### **Contractor Responsibilities**

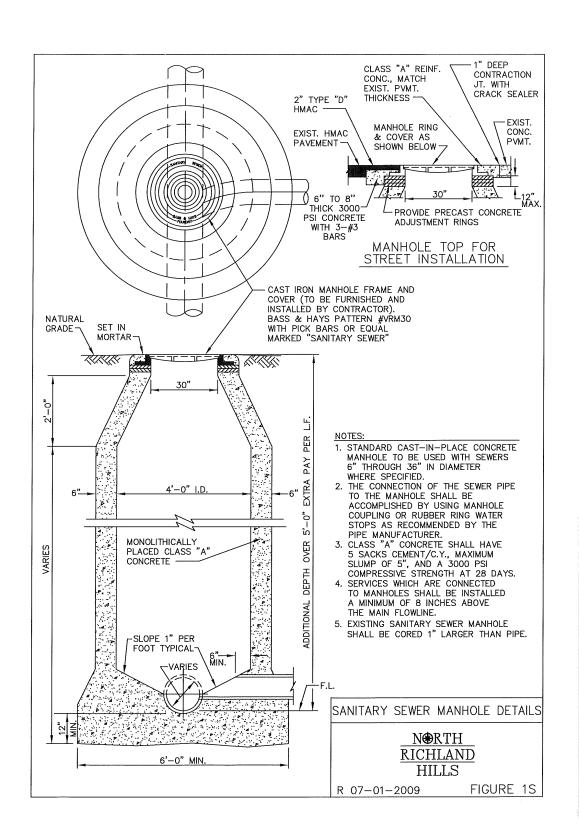
The Contractor will be responsible for providing the following:

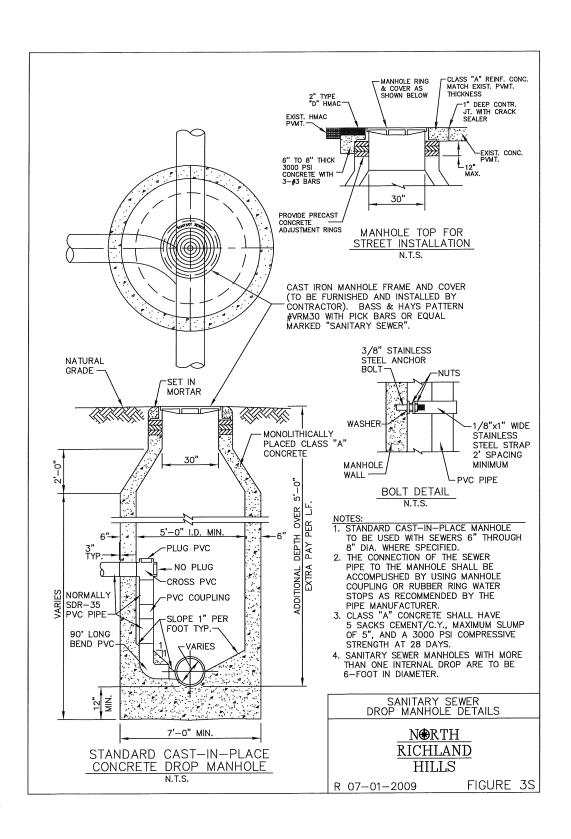
- All supplies needed to form and pour manhole
- All materials needed to form and pour manhole
- Once concrete is cured, contractor will cut PVC pipe flush to bench area of manhole
- Remove all forms
- Remove all debris and excessive material created from pouring the manhole and properly dispose of such material
- Perform vacuum testing per the standards set in the City of North Richland Hills' Public Works Design Manual (Exhibit A)
- Install provided ring and cover, the ring and cover shall be level with the grade established by the City
- Provide wash out area for concrete hauler

## **Warranty**

Contractor shall warrant all work within the work assignment against defects in materials and workmanship for a period of one year from the date of final acceptance of all work contained within the work authorization.

Contractor shall, within 30 calendar days after receipt of written notice, repair defects in materials and workmanship which may develop during said one (1) year period, and any damage to other work caused by such defects or repairing of same, at the Contractor's expense, in a manner acceptable to the City.





- 3. Vacuum Testing of Sanitary Sewer Manholes:
  - a. **General** This item shall govern the vacuum testing of all newly constructed sanitary sewer manholes.

#### b. Execution:

(1) Testing Procedure - Manholes shall be tested with all connections in place. Lift holes shall be plugged and all drop connections and gas sealing connections shall be installed prior to testing.

The sanitary sewer mains entering the manhole shall be plugged and braced to prevent the plugs from being drawn into the manhole. The plugs shall be installed in the mains beyond the drop connections, gas sealing connections, etc. The test head shall be placed inside the frame at the top of the manhole and inflated in accordance with the manufacturer's recommendations. A vacuum of 10 inches of mercury (10" Hg) shall be drawn and the vacuum pump will be turned off. With the valve closed, the level of vacuum shall be read after the required test time. The required test time shall be determined from the table below in accordance with ASTM C1244-93.

MINIMUM TIME REQUIRED FOR VACUUM DROP OF 1" Hg (10"Hg-9"Hg) (SEC)			
	48-Inch Dia.	60-Inch Dia.	
Depth of MH (FT.)	Manhole	Manhole	
0 to 16'	40 sec.	52 sec.	
18'	45 sec.	59 sec.	
20'	50 sec.	65 sec.	
22'	55 sec.	72 sec.	
24'	59 sec.	78 sec.	
26'	64 sec.	85 sec.	
28'	69 sec.	91 sec.	
30'	74 sec.	98 sec.	
For each additional 2'	5 sec.	5 sec.	

(2) Acceptance - The manhole shall be considered acceptable if the drop in the level of vacuum is less than one inch of mercury (1" Hg) after the required test time. Any manhole which fails to pass the initial test must be repaired with a suitable material and retested. The material and method used to repair the manhole shall be approved by the Public Works Department.

#### **CONSTRUCTION AGREEMENT**

THIS CONSTRUCTION AGREEMENT is made and entered by and between **CONTRACTOR**, (hereinafter referred to as "Contractor"), and the **CITY OF NORTH RICHLAND HILLS, TEXAS**, a municipal corporation (hereinafter referred to as "City"), to be effective from and after the date hereinafter provided.

For and in consideration of the covenants and agreements contained herein, and for the mutual benefits to be obtained hereby, the parties hereto agree as follows:

I.	The parties agree that the contract documents shall consist of the following:
	<ol> <li>This written construction agreement;</li> <li>20 Manhole Rehabilitation Specifications;</li> <li>The following listed and numbered addenda:;</li> <li>The Contractor's Proposal;</li> </ol>
	These contract documents form the construction agreement and are a part of this construction agreement as if fully set forth herein. The contract documents are complementary and what is called for by one shall be as binding as if called for by all. In the event of an inconsistency in any of the provisions of the contract documents, the inconsistency shall be resolved by giving precedence to the contract documents in the order in which they are listed above.
THE	WORKS
II.	Contractor shall provide all labor, supervision; materials and equipment necessary to perform all work required by the contract documents in connection with the construction of <b>MANHOLE REHABILITATION</b> , RFB 20
TIMI	E OF COMMENCEMENT; COMPLETION
III.	Contractor shall commence work within () calendar days after receiving from City a notice to proceed. Contractor agrees that all work hereunder shall be complete within days of notification to perform work by the City.
CON	TRACT SUM
IV.	The City shall pay the Contractor in current funds for the performance of the work in unit prices as provided in the Contractor's proposal, subject to additions and deductions by change orders as provided in the contract documents, for an amount not to exceed dollars. Payment will be due upon completion of work.

#### **CHOICE OF LAW; VENUE**

V. The parties agree that the laws of the State of Texas shall govern the interpretation, validity, performance and enforcement of this construction agreement, and that the exclusive venue for any legal proceeding involving this construction agreement shall be Tarrant County, Texas. No additional work shall be authorized or charged for unless authorized by a change order signed by a person authorized by the City to do so. In the event of litigation between the parties, the prevailing party shall be entitled to reasonable attorney fees.

#### **INSURANCE**

VI. The Contractor shall, at his own expense, maintain and keep in force insurance coverage in the minimum amounts as specified in the general conditions and specifications of RFB 20-\_\_\_\_, with the City as an additional named insured providing primary coverage. Certificates of coverage, including workers compensation insurance, must be submitted with the contract. Insurance coverage must also cover all subcontractors employed by Contractor. Insurance coverage shall be written by companies approved by the State of Texas and acceptable to the Owner.

All required insurance certificates must be submitted prior to commencement of work.

#### ENTIRE AGREEMENT; AMENDMENTS; BINDING EFFECT

VII. This construction agreement, including the contract documents listed in Paragraph I represents the entire and integrated agreement between City and the Contractor, and supersedes all prior negotiations, representations, or agreements, either written or oral. This construction agreement may be amended only by written instrument signed by both City and Contractor.

#### **EFFECTIVE DATE**

VIII. This construction agreement, shall be effective upon the date of execution by Contractor, provided the City executes the same within ten (10) working days after said execution by Contractor.

**IN WITNESS WHEREOF,** the parties have executed this construction agreement upon the year and date indicated beneath their signatures hereto.

## CITY OF NORTH RICHLAND HILLS

## CONTRACTOR, INC.

BY:	BY:
City Manager	John Doe
DATE:	TITLE: Vice President
	DATE:
ATTEST:	ATTEST:
Alicia Richardson, City Secretary	TITLE:
APPROVED AS TO FORM AND LEGALITY:	NRH Council Action Y/N Date Approved Agenda No. Ord /Res No.
Maleshia B. McGinnis, City Attorney	574 / 7155 T10.

### **Bid Bond**

KNOW ALL MEN BY THESE PRESENTS, that we (Here insert full name and address or legal title of Contractor) **GRod Construction, LLC** 889 E. Rock Island Ave. Boyd, TX 76023 as Principal, hereinafter called the Principal, and (Here insert full name and address or legal title of Surety) U.S. Specialty Insurance Company 13403 Northwest Freeway Houston, TX 77040 a corporation duly organized under the laws of the State of\_ Texas as Surety, hereinafter called the Surety, are held and firmly bound unto (Here insert full name and address or legal title of Owner) City of North Richland Hills 4301 City Point Drive, Third Floor North Richland Hills, TX 76180 as Obligee, hereinafter called the Obligee, in the sum of Five Percent Greatest Amount Bid ), for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents. WHEREAS, the Principal has submitted a bid for (Here insert full name, address and description of project) RFB #20-013 Manholes, Concrete Cured in Place Manhole - North Richland Hills, TX

NOW, THEREFORE, if the Obligee shall accept the bid of the Principal and the Principal shall enter into a Contract with the Obligee in accordance with the terms of such bid, and give such bond or bonds as may be specified in the bidding or Contract Documents with good and sufficient surety for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof, or in the event of the failure of the Principal to enter such Contract and give such bond or bonds, if the Principal shall pay to the Obligee the difference not to exceed the penalty hereof between the amount specified in said bid and such larger amount for which the Obligee may in good faith contract with another party to perform the Work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect.

## **U.S. Specialty Insurance Company**

#### TEXAS COMPLAINT NOTICE

#### IMPORTANT NOTICE

- . To obtain information or make a complaint:
- You may contact your agent.
- You may call the company's toll free telephone number for information or to make a complaint at:

#### 1-800-486-6695

4. You may also write to the company at:

801 S. Figueroa Street, Suite 700 Los Angeles, CA 90017

 You may contact the Texas Department of Insurance to obtain information on companies, coverages, rights, or complaints at:

#### 1-800-252-3439

You may write to the Texas Department of Insurance at:

> Consumer Protection (111-1A) P.O. Box 149091 Austin, TX 78714-9091 Fax No. (512) 490-1007 Web: http://www.tdi.texas.gov

E-mail: ConsumerProtection@tdi.texas.gov

#### 7. PREMIUM OR CLAIM DISPUTES:

Should you have a dispute concerning your premium or about a claim you should contact the agent or the company first. If the dispute is not resolved, you may contact the Texas Department of Insurance.

#### 8. ATTACH THIS NOTICE TO YOUR POLICY

This notice is for information only and does not become a part or condition of the attached document.

#### AVISO IMPORTANTE

Para obtener informacion o para someter una queia:

Puede comunicarse con su agente.

Usted puede llamar al numero de telefono gratis de la compania's para información o para someter una queja al:

#### 1-800-486-6695

Usted tambien puede escribir a la compañía:

801 S. Figueroa Street, Suite 700 Los Angeles, CA 90017

Puede comunicarse con el Departamento de Seguros de Texas para obtener informacion acerca de companias, coberturas, derechos, o quejas al:

#### 1-800-252-3439

Puede escribir al Departamento de Seguros de Texas al:

Consumer Protection (111-1A)
P.O. Box 149091
Austin, TX 78714-9091
Fax No. (512) 490-1007
Web: http://www.tdi.state.tx.us

E-mail: ConsumerProtection@tdi.texas.gov

#### **DISPUTAS SOBRE PRIMAS O RECLAMOS:**

Si tiene una disputa concerniente a su prima o a un reclamo, debe comunicarse con el agente o la compania primero. Si no se resuelve la disputa, puede entonces comunicarse con el departamento (TDI).

#### UNA ESTE AVISO A SU POLIZA

Esta aviso es solo para proposito de informacion y no se convierte en parte o condicion del documento adjunto.



#### POWER OF ATTORNEY

## AMERICAN CONTRACTORS INDEMNITY COMPANY TEXAS BONDING COMPANY UNITED STATES SURETY COMPANY U.S. SPECIALTY INSURANCE COMPANY

KNOW ALL MEN BY THESE PRESENTS: That American Contractors Indemnity Company, a California corporation, Texas Bonding Company, an assumed name of American Contractors Indemnity Company, United States Surety Company, a Maryland corporation and U.S. Specialty Insurance Company, a Texas corporation (collectively, the "Companies"), do by these presents make, constitute and appoint:

Steven W. Lewis, Kathy Sells, Lanny Land, Elena Sells or Jennifer Picchi of Grapevine, Texas

its true and lawful Attorney(s)-in-fact, each in their separate capacity if more than one is named above, with full power and authority hereby conferred in its name, place and stead, to execute, acknowledge and deliver any and all bonds, recognizances, undertakings or other instruments or contracts of suretyship to include riders, amendments, and consents of surety, \*\*\*\*\*Fifteen Million\*\*\*\*\* providing the bond penalty does not exceed \*\*\*\$15,000,000.00\*\*\* ). This Power of Attorney shall expire without further action on April 23rd, 2022. This Power of Attorney is granted under and by authority of the following resolutions adopted by the Boards of Directors of the Companies: Be it Resolved, that the President, any Vice-President, any Assistant Vice-President, any Secretary or any Assistant Secretary shall be and is hereby vested with full power and authority to appoint any one or more suitable persons as Attorney(s)-in-Fact to represent and act for and on behalf of the Company subject to the following provisions: Attorney-in-Fact may be given full power and authority for and in the name of and on behalf of the Company, to execute, acknowledge and deliver, any and all bonds, recognizances, contracts, agreements or indemnity and other conditional or obligatory undertakings, including any and all consents for the release of retained percentages and/or final estimates on engineering and construction contracts, and any and all notices and documents canceling or terminating the Company's liability thereunder, and any such instruments so executed by any such Attorney-in-Fact shall be binding upon the Company as if signed by the President and sealed and effected by the Corporate Secretary. Be it Resolved, that the signature of any authorized officer and seal of the Company heretofore or hereafter affixed to any power of attorney or any certificate relating thereto by facsimile, and any power of attorney or certificate bearing facsimile signature or facsimile seal shall be valid and binding upon the Company with respect to any bond or undertaking to which it is attached. IN WITNESS WHEREOF, The Companies have caused this instrument to be signed and their corporate seals to be hereto affixed, this 1st day of June, 2018. AMERICAN CONTRACTORS INDEMNITY COMPANY TEXAS BONDING COMPANY UNITED STATES SURETY COMPANY U.S. SPECIALTY INSURANCE COMPANY State of California County of Los Angeles Daniel P. Aguilar, Vice President A Notary Public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document On this 1st day of June, 2018, before me, Sonia O. Carrejo, a notary public, personally appeared Daniel P. Aguilar, Vice President of American Contractors Indemnity Company, Texas Bonding Company, United States Surety Company and U.S. Specialty Insurance Company who proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his authorized capacity, and that by his signature on the instrument the person, or the entity upon behalf of which the person acted, executed the instrument. I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct. WITNESS my hand and official seal. SONIA O. CARREJO tary Public - California Los Angeles County ommission # 2239479 Signature (seal) My Comm. Expires Apr 23, 2022 I, Kio Lo, Assistant Secretary of American Contractors Indemnity Company, Texas Bonding Company, United States Surety Company and U.S. Specialty Insurance Company, do hereby certify that the above and foregoing is a true and correct copy of a Power of Attorney, executed by said Companies, which is still in full force and effect; furthermore, the resolutions of the Boards of Directors, set out in the Power of Attorney are in full force and effect. In Witness Whereof, I have hereunto set my hand and affixed the seals of said Companies at Los Angeles, California this day of 2020 Corporate Seals Bond No. Agency No. 18799 Kio Lo, Ass Secretary

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