

Solicitation 1611-128

RV Park Development at Williamson County Expo Center- Phase II development

Bid Designation: Public



Williamson County, Texas

Bid 1611-128**RV Park Development at Williamson County Expo Center- Phase II development**

Bid Number	1611-128
Bid Title	RV Park Development at Williamson County Expo Center- Phase II development
Bid Start Date	In Held
Bid End Date	Jan 24, 2017 2:00:00 PM CST
Question & Answer End Date	Jan 20, 2017 2:00:00 PM CST
Bid Contact	Teri Jeffries Senior Purchasing Specialist 512-943-1553 Teri.jeffries@wilco.org
Contract Duration	1 year
Contract Renewal	Not Applicable
Prices Good for	30 days
Pre-Bid Conference	Jan 11, 2017 10:00:00 AM CST Attendance is mandatory Location: Williamson County Expo Center located at 210 Carlos G. Parker Blvd. Taylor, Texas 76574
Bid Comments	<p>Williamson County is requesting a Statement of Interest and Qualifications (SOQ) form A/E firms/teams interested in providing professional services, to include, but not limited to, architectural, landscape architectural, surveying, engineering services, construction management and administration for design and development of the Recreational Vehicle (RV) Park - Phase II, at the Williamson County Expo Center in Taylor, Texas.</p> <p>Phase II project scope includes, but is not limited to, the development of a connector road, parking and related infrastructure for up to 46 RV sites with utility pedestals, utilities to support RV sites, including water and electrical services (30 and 50 amp), site lighting, RV wastewater dump station, site work, any necessary demolition, walks and connector trails, and native plant landscaping. Phase II project development will also include the preparation of schematics, all permitting, identification and coordination of utilities, plans, specifications, estimates, and will assist with bidding and construction management. Roadway design and a geotechnical investigation/report currently exists as a part of the recent Phase I development. Firms will be responsible for any additional road design and/or geotechnical requirements deemed necessary.</p>

Item Response Form

Item	1611-128--01-01 · Add all proposal documents to this line item
Quantity	1 each
Unit Price	<input type="text"/>
Delivery Location	Williamson County, Texas <u>Parks and Recreation</u> 219 Perry Mayfield Leander TX 78641 Qty 1

Description

Add all documents to this line item.



PUBLIC ANNOUNCEMENT AND GENERAL INFORMATION

WILLIAMSON COUNTY PURCHASING DEPARTMENT SOLICIATION 1611-128

**RV Park Development at Williamson County Expo Center- Phase II
development**

**PROPOSALS MUST BE RECEIVED ON OR BEFORE:
Jan 24, 2017 2:00:00 PM CST**

**PROPOSAL WILL BE PUBLICLY OPENED:
Jan 24, 2017 2:00:00 PM CST**

Notice is hereby given that sealed Proposals for the above-mentioned goods and/or services will be accepted by the Williamson County Purchasing Department. Williamson County uses BidSync to distribute and receive proposals. Specifications for this RFP may be obtained by registering at www.bidsync.com.

Williamson County prefers and requests electronic submittal of this Proposal.

All electronic proposal must be submitted via: www.bidsync.com

Electronic proposals are requested, however paper proposals will currently still be received, until further notice and may be mailed or delivered to the address listed below.

Respondents are strongly encouraged to carefully read this entire RFP.

All interested Respondents are invited to submit a Proposal in accordance with the Instructions and General Requirements, Proposal Format, Proposal Specifications, and Definitions, Terms and Conditions stated in this RFP.

Please note that a complete package must be submitted choosing one of the above two methods. Split packages submitted will be considered "unresponsive" and will not be accepted or evaluated.

Williamson County will not accept any Proposals received after the submittal deadline, and shall return such Proposals unopened to the Respondent.

General Information:

- If mailed or delivered in person, Proposal and Proposal addenda are to be delivered in sealed envelope on or before the submittal deadline, as noted in the Public Announcement and General Information listed above for this RFP, to:

Williamson County Purchasing Department
Attn: **PROPOSAL NAME AND NUMBER**
901 South Austin Avenue
Georgetown, Texas 78626

- Respondents should list the Proposal Number, Proposal Name, Name and Address of Respondent, and the Date of the Proposal opening on the outside of the box or envelope and note "Sealed Proposal Enclosed."
 - Respondent should submit one (1) original.
 - Williamson County will NOT be responsible for unmarked or improperly marked envelopes.
 - Williamson County will not accept any responsibility for Proposals being delivered by third party carriers.
 - Facsimile transmittals will NOT be accepted.
- Proposals will be opened publicly in a manner; however, to avoid public disclosure of contents, only the names of Respondents and pricing will be read aloud.
 - All submitted questions with their answers will be posted and updated on www.bidsync.com.
 - It is the Respondent's responsibility to review all documents in BidSync, including any Addenda that may have been added after the document packet was originally released and posted.
 - Any Addenda and/or other information relevant to the RFP will be posted on www.bidsync.com.
 - The Williamson County Purchasing Department takes no responsibility to ensure any interested Respondent has obtained any outstanding addenda or additional information.

GENERAL INFORMATION AND SPECIFICATIONS

GENERAL

Williamson County is seeking/requesting a Statement of Interest and Qualifications (SOQ) from A/E firm/teams interested in providing professional services including but not limited to architectural, landscape architectural, surveying, engineering services, geotechnical services as needed, construction management and administration for design and development of the Recreational Vehicle (RV) park (Phase II) at the Williamson County Expo Center.

The firm/team will prepare Design and Construction Plans, Specifications, Estimates, and will assist with Bidding, and Construction Management. Phase II project scope includes, but is not limited to development of a connector road, parking and related infrastructure for up to 46 RV sites with utility pedestals, utilities to support RV sites including water and electrical service (30 amp and 50 amp), site lighting, RV wastewater dump station, site work, any necessary demolition, walks and connector trails, native plant landscaping. Phase II project development will also include the preparation of schematics, geotechnical investigation and report (if necessary) all permitting, identification and coordination of utilities, engineering, review and possible modification/use of existing road design, and any other items necessary to successfully develop the project.

BACKGROUND

The Williamson County Expo Center is nearing completion of Phase I development. Phase II development includes the RV park, utilities, connector road, walks and trails, site work. Phase II development is a \$1 million dollar project that is funded in part with a grant from the Texas Parks and Wildlife Department. Professional services costs are limited to a maximum of 12% of construction element costs. Related stipulations and requirements may be seen at the following location; Links will be provided to: Instructions for Approved Projects; Grant submission.

DESCRIPTION OF PROJECT

The project involves data collection and analysis, plan development, preparation of design and construction drawings, specifications, cost estimates, development of bidding and contract documents; and construction management. The following components will be included:

- ❖ Connector road,
- ❖ Parking and related infrastructure for up to 46 RV sites with utility pedestals
- ❖ Utilities to support RV sites including water and electrical service (30 amp and 50 amp),
- ❖ Site lighting,
- ❖ RV wastewater dump station,

- ❖ Site work, any necessary demolition,
- ❖ Walks and connector trails,
- ❖ Native plant landscaping
- ❖ Roads and parking
- ❖ Related infrastructure

TECHNICAL EXPERTISE

Interested A/E firms or teams shall have extensive knowledge and expertise to include, but not be limited to the technical areas of landscape architecture and public park planning/development, civil engineering, environmental assessment, geotechnical and pavement design, erosion control, hydraulics and hydrology, floodplain analysis, land surveying, coordination with state and federal resource agencies, contract and construction management.

SCOPE OF SERVICES REQUESTED

The following is the minimum scope of services to be provided by the A/E firm/team selected for the project. It is intended that the scope cover the entire project from design through construction. Any omissions in scope should be noted to the County.

Programming:

1. The A/E firm/team shall meet with County staff and other entities/groups involved in the project to determine needs (including spatial and development) of park program(s) and buildings/facilities for projected needs.
2. Site evaluations to determine the best possible use of the Master Plan.
3. Prepare preliminary estimate of construction costs.
4. Coordinate with local government bodies, cities, and local utilities in relation to the Project.
5. Provide up to three (3) separate presentations to County Project Management Team.

The Design Phases, at a minimum, shall include the following:

Schematic Design:

1. Based on mutually agreed-upon program, prepare Schematic Design Documents for review and approval.
2. Revise preliminary estimate of construction cost.

Design Development Phase:

1. Based on approved Schematic Design documents, A/E firm/team shall prepare Design Development Documents to fix and describe the size and character of the project, including civil, architectural, structural, mechanical, electrical, and any specialty systems and materials that are necessary.

2. Compliance with all applicable state, federal and local regulations regarding historic structures; archeological or paleontological items of significance; preparation of any status reports required, and any other design service needed to complete this project.
3. Conformance with the Americans with Disabilities Act and Texas Accessibility Standards.
4. Provide Design Development submittal for review and approval. Submittal shall include, at a minimum, any necessary revisions to the master plan, elevations, proposed trail routes, and revised preliminary cost estimate for all remaining items.
5. Provide up to three (3) separate presentations to Williamson County Project Management Team to:
 - a) discuss project timelines and schedule for project deliverables;
 - b) discuss possible design criteria based upon mutually agreed upon programming; and
 - c) additional meetings if needed.

Construction Document Phase:

1. Provide construction document drawings and specifications.
2. Prepare 60% drawings and cost estimates for the planned improvements identified in the "Description of Project" section of the RFQ, and meet with County staff to review.
3. Prepare 90% & 100% drawings and cost estimates, and meet with County staff to review.
4. Provide a detailed final construction cost estimate to include contingencies.
5. Provide up to three (3) separate presentations to Williamson County Project Management Team to discuss final cost estimates.
6. Present plans to Commissioners Court as necessary and appropriate and answer any relevant questions as necessary.
7. Obtain any necessary approvals from review and permitting authorities, to include local planning & building departments.

Bidding and Contracting Phase:

1. Prepare bid documents and assist the County in advertising for bids.
2. Oversee Pre-Bid Meeting & prepare addendums (as needed).
3. Review bids and provide written recommendation(s) to County staff.
4. Oversee Pre-Construction Meeting.
5. Prepare addenda, review prior approval requests.
6. Make recommendations on Bids/Proposals received.
7. Re-design/re-bid of facility if low bid or proposal exceeds Williamson County's construction budget at no additional cost to Williamson County.
8. Assist, at County's request, with drafting and preparing construction contract documents.

Construction Administration Phase:

1. Attend pre-construction conference and up to two (2) on-site field meetings and

- inspections per week.
2. Shop drawing and submittal review.
 3. Provide site observations and/or inspections and develop punch list report as required by County.
 4. Answer Contractor RFI's to resolve field/design issues.
 5. Prepare supplemental instructions and sketches.
 6. Provide A/E progress inspections (with reports).
 7. Provide substantial and final completion inspections to include American with Disabilities (ADA) inspections, and prepare punch lists.
 8. Review, approve, and provide a final report of inspections.
 9. Review contractor Applications for Payment and recommend for approval.
 10. Provide independent estimates on Proposed Change Orders. County will negotiate Change Orders with the Contractor and the A/E firm/team will provide support.
 11. Ensure submission of accurate "as-built" drawings.

MANDATORY ON-SITE MEETING

All A/E firms/teams submitting to this RFQ must attend an on-site meeting at 10:00 AM CST on January 11, 2107, at the Williamson County Expo Center located at 210 Carlos G. Parker Boulevard, Taylor, Texas. At this time, A/E firms/teams will be able to ask any questions in reference to the project and/or RFQ.

Technical Contacts:

Clint Chitsey
General Manager
Williamson County Expo Center
210 Carlos G. Parker Boulevard,
Taylor, Texas.
512-238-2101
randybell@wilco.org

Dale Butler
Project Manager
Williamson County Facilities Maintenance Division
3101 SE Inner Loop Rd
Georgetown, TX 78626
512-943-1636

Scope of Work Overview RFQ 1611-128

Williamson County is seeking a Qualification Proposals from A/E firms interested in providing professional services, including but not limited to, architectural, landscape architectural, surveying, engineering services, construction management and administration for design and development of the Recreational Vehicle (RV) Park (Phase II) at the Williamson County Expo Center.

Phase II project scope includes, but is not limited to, development of a connector road, parking and related infrastructure for up to 46 RV sites with utility pedestals, utilities to support RV sites including water and electrical service (30 amp and 50 amp), site lighting, RV wastewater dump station, site work, any necessary demolition, walks and connector trails, and native plant landscaping.

Phase II project development will include the preparation of schematics, all permitting, identification and coordination of utilities, engineering, and any other items necessary to successfully develop the project.

The awarded firm(s) will prepare Design and Construction Plans, Specifications, Estimates, and will assist with Bidding, and Construction Management. Roadway design and a geotechnical investigation/report currently exists as a part of recent Phase I development. Firms/teams will be responsible for any additional road design or geotechnical requirements deemed necessary.

RV Park general requirement overview:

Below are guidelines and a general outcome for the project; however, Respondents, in their proposals, are encouraged to provide alternative solutions, recommendations and suggestions for the project design, as well as support the ability to satisfy the requirements.

RV Design Information includes:

1. Up to 46 Campsites (R.V. Hook ups) providing 30 and 50 amp service and water connections
2. Each site to be 50 ft. long by 23'6" ft. wide (12'-0" stall/11'-6" picnic area)
3. Small light and numbers on pedestals to each site
4. Additional site lighting as required
5. Dump Station to meet capacity of RV sites of this size
6. Flex base at RV Park (minimum)
7. Hydro-mulch with temporary irrigation. Permanent irrigation only at trees.
8. ADA compliant granite gravel trail connecting RV site to Taylor Sports Complex (estimated 1/2 mile only)
9. Topsoil mix to 4" chocolate loam at disturbed areas only, with hydro-mulch and temporary irrigation.

West Road Extension:

1. Asphalt road and concrete ribbon curb
2. Topsoil mix to 4" chocolate loam at disturbed areas only, with hydro-mulch and temporary irrigation.

Connector Sidewalk:

1. Topsoil mix to 4" chocolate loam at disturbed areas only, with hydro-mulch and temporary irrigation.
2. Connects RV Park to West side of Arena and Expo Center

RFQ 1611-128 Engineering and Professional Services for Phase II RV Park at the Expo Center
Comments, Requirements, Evaluation and Scoring Criteria for the qualifications submitted

Williamson County is seeking a Statement of Interest and Qualifications (SOQ) from A/E firm/teams interested in providing professional services, including but not limited to, architectural, landscape architectural, surveying, engineering services, geotechnical services as needed, construction management and administration for design and development of the Recreational Vehicle (RV) Park (Phase II) at the Williamson County Expo Center.

If entering an electronic Statements of Qualifications in BIDS SYNC (PREFERRED), the following documents **MUST** be completed and attached to FIRST LINE ITEM. The response shall be structured as defined below:

1. **Page one:** A one (1) single sided page transmittal letter that provides: an overview of the firm. In addition, it shall provide the name, physical mailing address, email address and telephone number of the proposed contact for the RFQ and possible interview process. In order to address the pass/fail criteria, the transmittal shall also confirm that the respondent has at least one office within Texas and state the location of that office.
2. **Page two:** Provide organizational chart for the project listing key task leaders and project staff directly involved in the project. Any names shown on the organizational chart shall be considered as a firm commitment that those individuals shall perform the duties represented. Failure of staff to perform responsibilities represented may result in revocation of the contract. **Resumes shall be provided in Appendix A for all individuals listed on the organizational chart. This chart may be 11x17 and counted as 1 page. This is the only page that can be larger than 8-1/2x11.**
3. **Page three:** Provide information regarding the availability of the staff indicated on the organizational chart provided on page two. For staffing purposes, assume the notice to proceed will be issued in March of 2017.
4. **Page four:** Provide information regarding the project manager's experience, knowledge, skills and abilities as they relate to RV park design and related infrastructure.
5. **Pages five and six:** Provide information regarding the key project staff's experience, knowledge, skills and abilities as they relate to RV park design and related infrastructure services.
6. **Page seven:** Provide information regarding your understanding of the proposed work.
7. **Page eight through ten:** Provide a detailed response to each of the evaluation criteria area from the evaluation criteria below.
8. **Appendix A:** Provide resumes of project manager and key staff shown on the organizational chart. **Resumes shall indicate not only a project worked on but the activities performed by the individual on the project. Resumes not providing correct information may be considered non responsive.** Limit resumes to no more than four single-sided pages per individual resume submitted.
9. Appendix B. Debarment and Licensing Certificate
10. Appendix C.: Conflict of Interest Statement

NOTE: If filing electronically via Bidsync, the "Conflict of Interest Statement" and the "Debarment and Licensing Certificate" are fillable forms to be completed and accepted.

Pass/Fail Criteria

To be considered for evaluation, all interested firms must have at least one office located within Texas. A statement indicating this must be included in the transmittal letter.

RFQ 1611-128 Engineering and Professional Services for Phase II RV Park at the Expo Center
Comments, Requirements, Evaluation and Scoring Criteria for the qualifications submitted

Evaluation and Scoring Criteria for the Statement of Qualifications

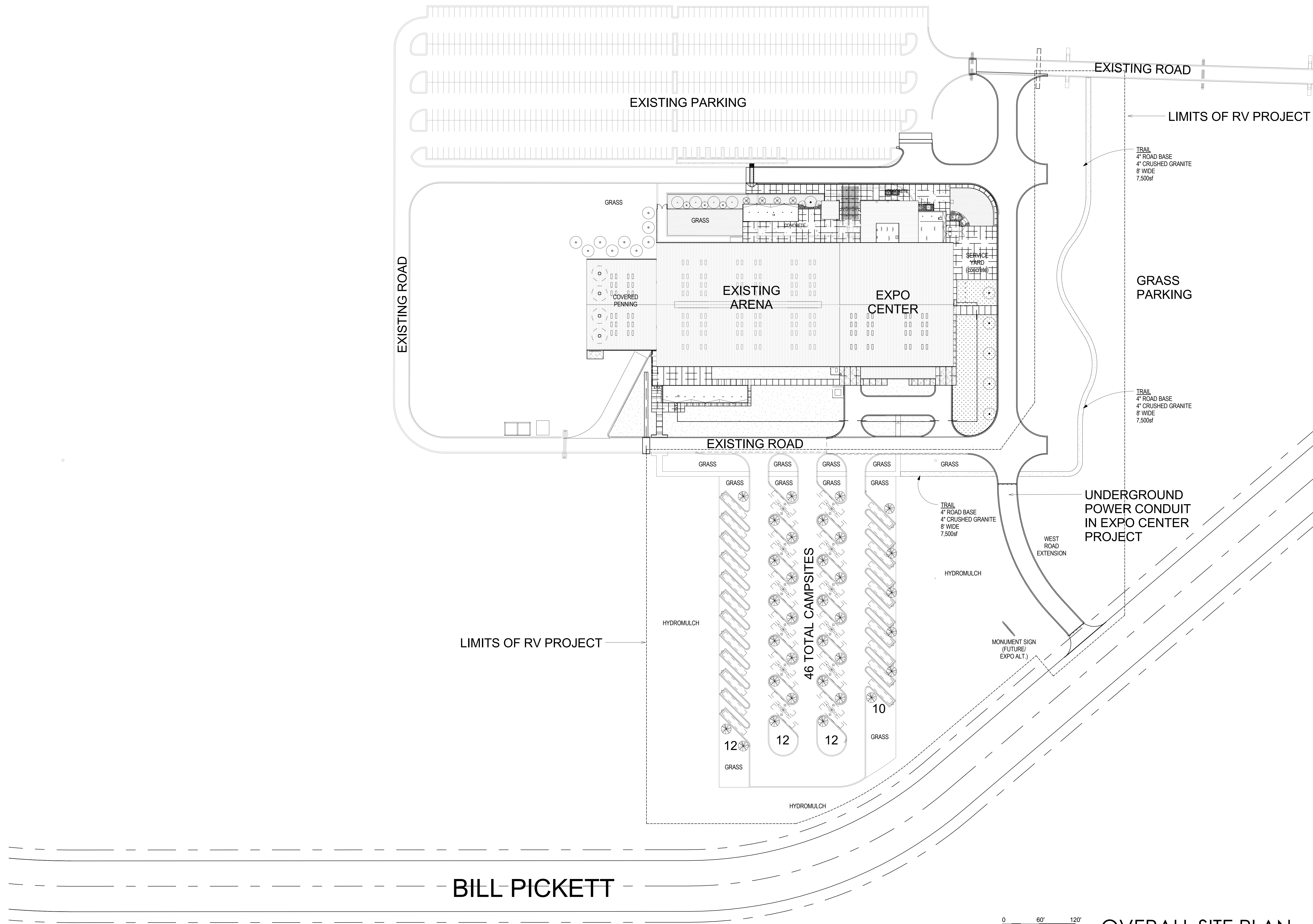
Evaluation Criteria	Maximum Score Points	Please select a whole number from the list provided for each question (Decimal scoring or unlisted rating scores are not permitted)
<u>Local Presence in Texas</u>	P/F	Pass or Fail
<u>Project Manager's</u> Experience/Qualifications working on RV Park design and related infrastructure	30	30 = Significantly Exceeds Requirements 24 = Exceeds Requirements 18 = Meets ALL requirements 12 = Marginally Meets Requirements 0 = Does Not Meet Requirements
<u>Firm and Project Team's</u> Experience/Qualifications with project management of RV Park construction	30	30 = Significantly Exceeds Requirements 24 = Exceeds Requirements 18 = Meets ALL requirements 12 = Marginally Meets Requirements 0 = Does Not Meet Requirements
<u>Individuals on the Project Team</u> Experience/Qualifications working on RV Park design, construction and related infrastructure	30	30 = Significantly Exceeds Requirements 24 = Exceeds Requirements 18 = Meets ALL requirements 12 = Marginally Meets Requirements 0 = Does Not Meet Requirements
<u>Availability of Project Manager and Project staff to begin on or before March 2017 and complete on or ahead of schedule</u>	15	15 = Significantly Exceeds Requirements 12 = Exceeds Requirements 9 = Meets ALL requirements 6 = Marginally Meets Requirements 0 = Does Not Meet Requirements
<u>The firm's Understanding of the Project specifications</u>	15	15 = Significantly Exceeds Requirements 12 = Exceeds Requirements 9 = Meets ALL requirements 6 = Marginally Meets Requirements 0 = Does Not Meet Requirements
<u>Firm's support of available staff to fast-track and make the project a priority from the onset to full completion</u>	15	15 = Significantly Exceeds Requirements 12 = Exceeds Requirements 9 = Meets ALL requirements 6 = Marginally Meets Requirements 0 = Does Not Meet Requirements
<u>Total Evaluation Points</u>	135	Total Possible Score

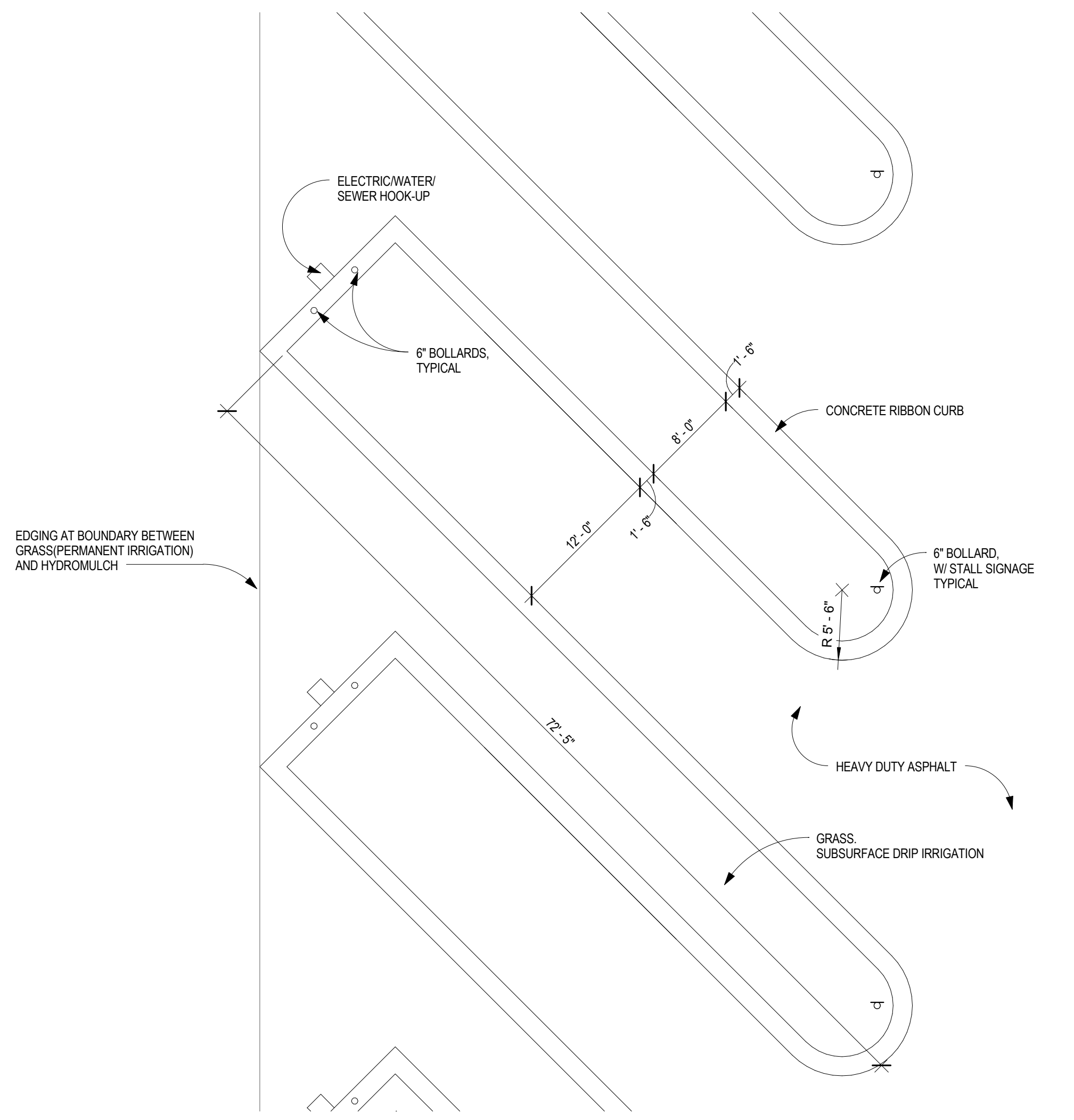
Evaluation and Selection process

Statements of Qualifications shall be evaluated and scored by a committee of Williamson County employees using the Evaluation and Scoring Criteria enclosed. Depending on the results of the RFQ evaluation, Williamson County may or may not utilize an interview phase. If interviews are used, Williamson County anticipates inviting approximately two to three top scoring respondents to an

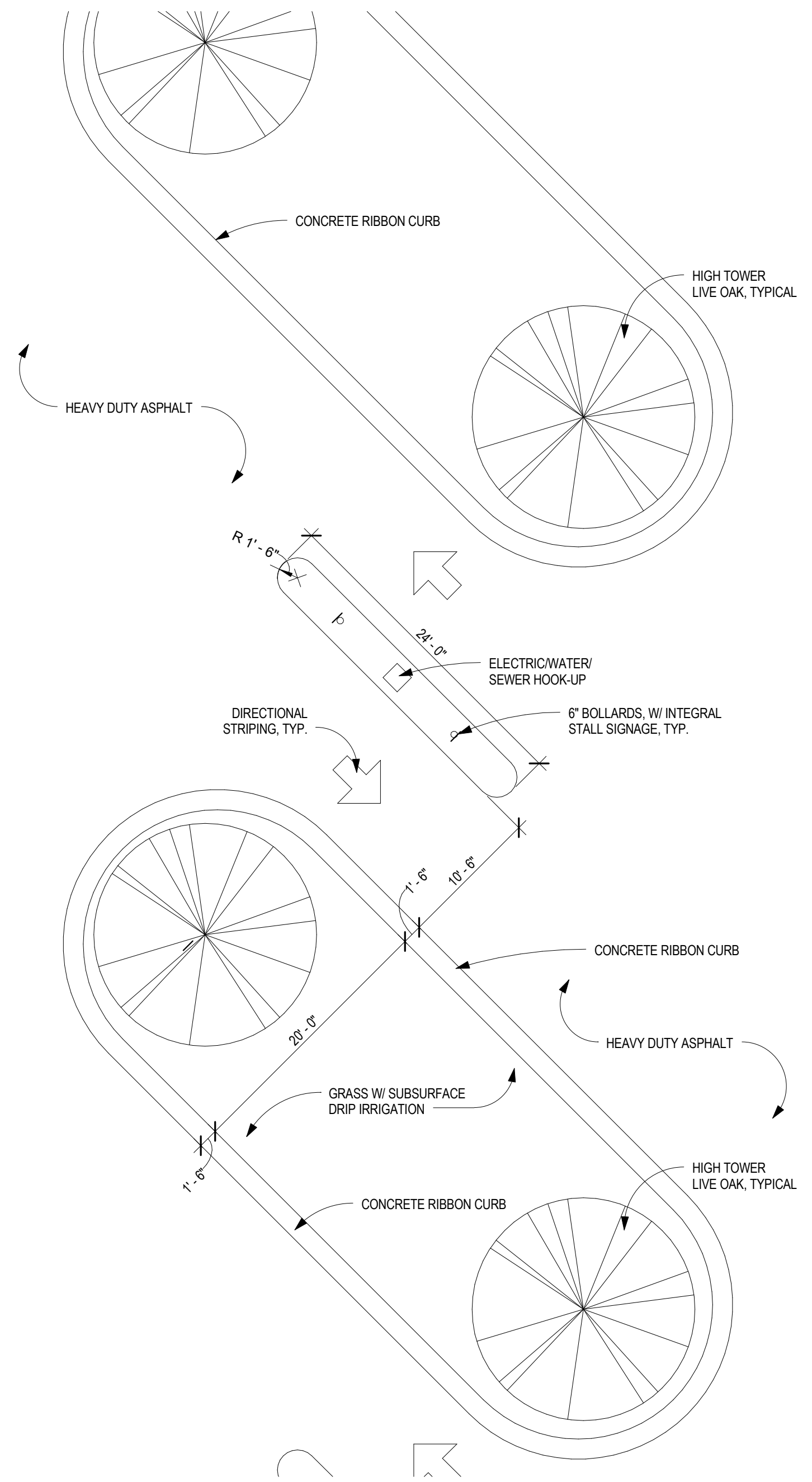
RFQ 1611-128 Engineering and Professional Services for Phase II RV Park at the Expo Center
Comments, Requirements, Evaluation and Scoring Criteria for the qualifications submitted

interview. During the interview, invited respondents shall address criteria included in their letter of invitation for an interview. The top ranking respondent shall be considered to be selected to enter into negotiations for a contract. If negotiations are successful, the selected firm shall be recommended to the Williamson County Commissioners Court for final selection and contract approval. The method of payment will be lump sum fee agreement with payments distributed throughout the life of the project based upon percentages of work completed. Please note that the Williamson County Commissioners Court will make the final selection of providers for all contracts.

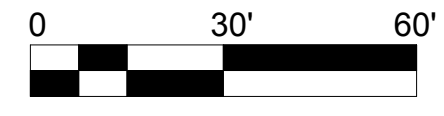
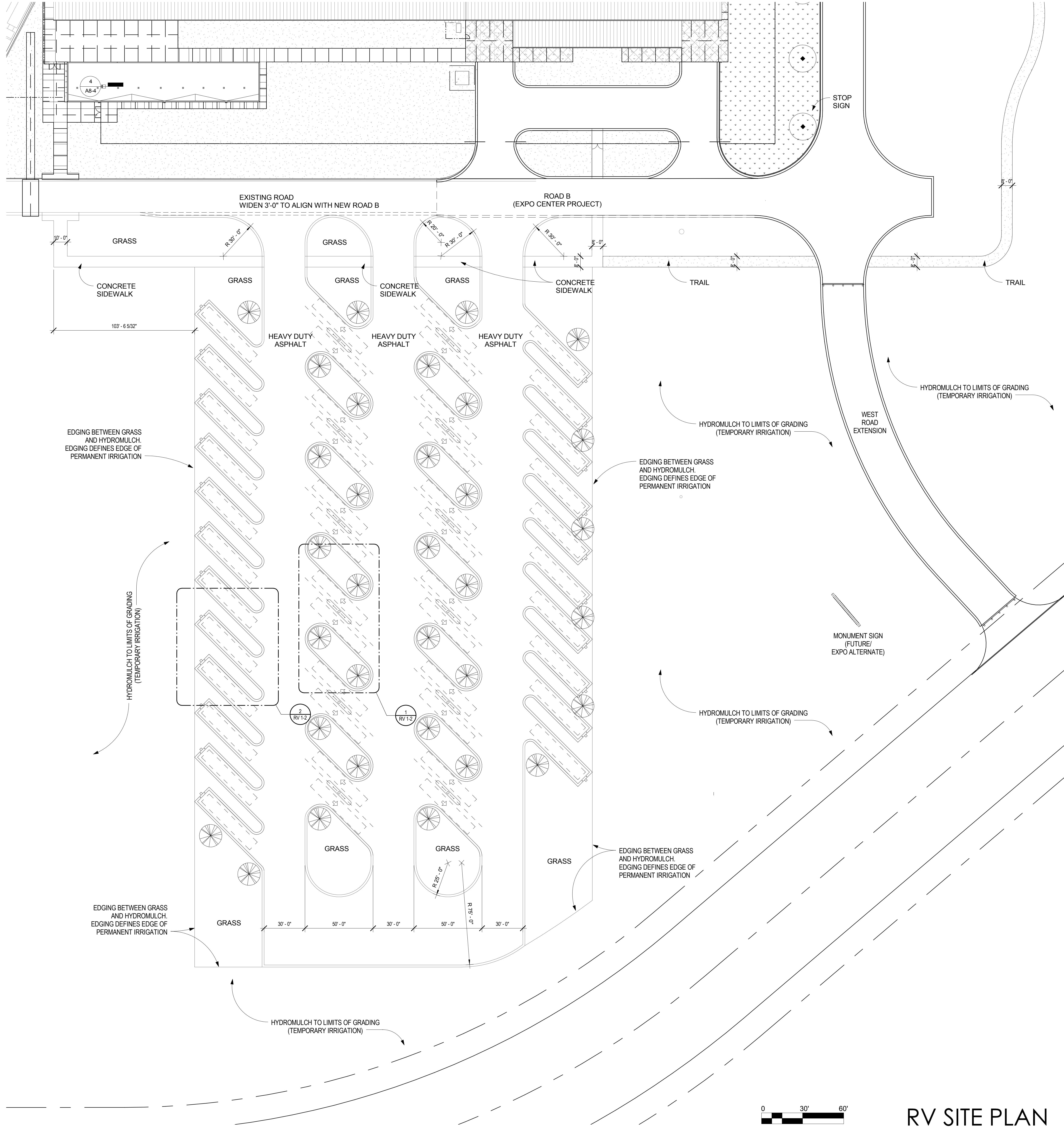




2 TYPICAL BACK IN PLAN
1/8" = 1'-0"



1 TYPICAL PULL THROUGH PLAN
1/8" = 1'-0"



RV SITE PLAN

1. Submittal Format and Delivery of Statements of Qualifications

Williamson County uses BidSync to distribute and receive bids, proposals and Statements of Qualifications. Statements of Qualifications can be submitted electronically through BidSync or by hard copy. Refer to www.bidsync.com for further information.

If mailed or delivered in person, Statements of Qualifications and Statements of Qualifications addenda are to be delivered in sealed envelope on or before the submittal deadline, as noted in the 'Public Announcement and General Information' listed above for this RFQ, to:

Williamson County Purchasing Department

Attn: **RFQ NAME AND NUMBER**

901 South Austin Avenue

Georgetown, Texas 78626

Williamson County will not accept any Statements of Qualifications received after the submittal deadline, and shall return such Statements of Qualifications unopened to the Respondent.

Williamson County will not accept any responsibility for Statements of Qualifications being delivered by third party carriers.

Statements of Qualifications will be opened publicly in a manner to avoid public disclosure of contents; however, names of Respondents will be read aloud.

2. General Information

2.1 Additional Information

The County reserves the right to request further information or documentation, and to discuss an RFQ for any purpose in order to answer questions or to seek clarification on any aspect of the submission.

2.2 Respondent's Acceptance

By submitting a response to this RFQ, the firm/team certifies that it has fully read and understands the request for qualifications and has knowledge of the scope and quality of the services to be furnished and intends to adhere to the provisions described herein.

2.3 Texas Public Information Act

Williamson County considers all information, documentation and other materials requested to be submitted in response to this solicitation to be of a non-confidential and/or non-proprietary nature and therefore shall be subject to public disclosure under the Texas Public Information Act (Texas Government Code, Chapter 552.001, et seq.) after a contract is awarded.

Respondents are hereby notified that Williamson County strictly adheres to all statutes, court decisions, and opinions of the Texas Attorney General with respect to disclosure of RFQ information.

2.4 Commitment

Respondent understands and agrees that this RFQ is issued predicated on anticipated requirements for Williamson County and that Williamson County has made no representation, written or oral, that any such requirements be furnished under a Contract arising from this RFQ. Furthermore, Respondent recognizes and understands that any cost borne by the Respondent which arises from Respondent's performance hereunder shall be at the sole risk and responsibility of Respondent.

2.5 Williamson County Conflict of Interest Statement

On Tuesday November 6, 2007, the Williamson County Commissioners Court approved the following: All bids, proposals, and requests for qualifications under consideration by Williamson County for contract award, shall contain a signed affidavit acknowledging the responders awareness of Section 176.006 of the Texas Local Government Code as it relates to conflicts of interest.

2.6 Certificate of Interested Parties Texas Ethics Commission (Form 1295)

As of January 1, 2016, Respondents are responsible for complying with the Texas Government Code Section 2252.908. **The law states that Williamson County may not enter into certain contracts with a Respondent unless the Respondent submits a disclosure of interested parties to Williamson County at the time the Respondent submits the signed contract to Williamson County.**

The disclosure requirement applies to any contract of Williamson County entered into on or after January 1, 2016 that either:

1. requires an action or vote by the Commissioners Court (all contracts that fall under the jurisdiction of Commissioners Court approval such as contracts resulting from an IFB, RFP, RFQ etc. excluding but not limited to certain Juvenile Services contracts, contracts funded with Sheriff's seized funds monies etc.) before the contract may be signed
2. has a value of at least \$1 million.

Note: Since the majority of contracts with Williamson County require approval by the Commissioners Court, this form will most likely be required to be supplied.

On January 1, 2016, the Texas Ethics Commission made available on its website a new filing application that must be used to file Form 1295.

Information regarding how to use the filing application is available on the Texas Ethics Commission website at the following link:

https://www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm

A Respondent must:

1. use the online application to process the required information on Form 1295
2. print a copy of the form which will contain a unique certification number
3. an authorized agent of the Respondent must sign the printed copy of the form
4. and have the form **notarized**
5. the completed Form 1295 and certification of filing must be filed (scanning and emailing form is sufficient) with Williamson County at the time the signed contract is submitted for Commissioners Court approval.

After Commissioners Court award of the contract, Williamson County must:

- (1) notify the commission, using the commission's filing application, of the receipt of the filed Form 1295 and 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 Williamson County.

CONFLICT OF INTEREST QUESTIONNAIRE**For vendor or other person doing business with local governmental entity****Form CIQ**

This questionnaire is being filed in accordance with chapter 176 of the Local Government Code by a person doing business with the governmental entity.

By law this questionnaire must be filed with the records administrator of the local government not 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.

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

OFFICE USE ONLY

Date Received

1 **Name of person doing business 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 September 1 of the year for which an activity described in Section 176.006(a), Local Government Code, is pending and not later than the 7th business day after the date the originally filed questionnaire becomes incomplete or inaccurate.)

3

Describe each affiliation or business relationship with an employee or contractor of the local governmental entity who makes recommendations to a local government officer of the local governmental entity with respect to expenditure of money.

	5
	6

4

Describe each affiliation or business relationship with a person who is a local government officer and who appoints or employs a local government officer of the local governmental entity that is the subject of this questionnaire.

	5
	6

CONFLICT OF INTEREST QUESTIONNAIRE **For vendor or other person doing business with local governmental entity**

Form CIQ
Page 2

5

Name of local government officer with whom filer has affiliation or business relationship.
(Complete this section only if the answer to A, B, or C is YES.)

This section, item 5 including subparts A, B, C & D, must be completed for each officer with whom the filer has affiliation or other relationship. Attach additional pages to this Form CIQ as necessary.

A. Is the local government officer named in this section receiving or likely to receive taxable income from the filer of the questionnaire?

☐ Yes ☐ No

B. Is the filer of the questionnaire receiving or likely to receive taxable income from or at the direction of the local government officer named in this section AND the taxable income is not from the local governmental entity?

☐ Yes ☐ No

C. Is the filer of this questionnaire affiliated with a corporation or other business entity that the local government officer serves as an officer or director, or holds an ownership of 10 percent or more?

☐ Yes ☐ No

D. Describe each affiliation or business relationship.

	5
	6

6. Describe any other affiliation or business relationship that might cause conflict of interest:


	5
	6

7

Signature of person doing business with the governmental entity

Date

Signature not required if completing in BIDSYNC electronically.

 <https://0f81d5c2334756a8d26a-7c1335b7194851f9117ef1037604d9f5.ssl.cf1.rackcdn.com/Proposal%20References.PNG>

List

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were
recently
provided
by
Respondent.

Reference

1

Client
Name:
Location:

Contact
Name:
Title:

DEBARMENT AND LICENSING CERTIFICATION

STATE OF TEXAS

§

§

COUNTY OF WILLIAMSON

§

I, the undersigned, being duly sworn or under penalty of perjury under the laws of the United States and the State of Texas, certifies that Firm named herein below and its principals:

- (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any federal department or agency;
- (b) Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- (c) Are not presently indicted for or otherwise criminally or civilly charged by a federal, state or local governmental entity with commission of any of the offenses enumerated in paragraph (1)(b) of this certification;
- (d) Have not within a three-year period preceding this application/proposal had one or more public (federal, state or local) transactions terminated for cause or default;
- (e) Are registered and licensed in the State of Texas to perform the professional services which are necessary for the project; and
- (f) Have not been disciplined or issued a formal reprimand by any State agency for professional accreditation within the past three years.

Name of Firm

Signature of Certifying Official

Title of Certifying Official

Printed Name of Certifying Official

Date

Where the Firm is unable to certify to any of the statements in this certification, such Firm shall attach an explanation to this certification.

SUBSCRIBED and sworn to before me the undersigned authority by

on this the day of , 20, on behalf of said Firm.

Notary Public in and for the State of Texas

My commission expires:

SIGNATURE AND NOTARY NOT REQUIRED IF COMPLETING IN BIDS SYNC ELECTRONICALLY.

Question and Answers for Bid #1611-128 - RV Park Development at Williamson County Expo Center- Phase II development

Overall Bid Questions

There are no questions associated with this bid.