

# REQUEST FOR PROPOSAL CITY OF SAN ANGELO

**RFP No: RE-01-14**

**Real Estate Division  
Railroad Right of Way  
(Approximately 5.30 Acres)**

**SUBMITTAL DEADLINE**

**March 20, 2014, No later than 2:00 P.M., Local Time**



City of San Angelo  
72 West College Avenue  
San Angelo, Texas 76903



## Table of Contents

<b>INVITATION TO SUBMIT PROPOSAL</b> .....	<b>1</b>
SCOPE OF WORK .....	1
NO BID REPLY FORM.....	2
PRE-PROPOSAL MEETING.....	2
DOCUMENT AVAILABILITY.....	2
QUALIFICATION STATEMENT .....	2
REJECTION OF PROPOSAL .....	2
WITHDRAWAL.....	2
EQUAL OPPORTUNITY EMPLOYERS .....	2
<b>INTRODUCTION</b> .....	<b>3</b>
DISQUALIFICATION .....	3
CONFIDENTIALITY.....	3
AWARD OF CONTRACT .....	3
ACCEPTANCE OF PROPOSAL CONTENT.....	3
EQUAL EMPLOYMENT OPPORTUNITY .....	3
COMMUNICATION RESTRICTIONS .....	4
<b>DEADLINE AND DELIVERY LOCATION</b> .....	<b>5</b>
DEADLINE.....	5
COPIES.....	5
SEALED ENVELOPE ADDRESSING .....	5
DELIVERY ADDRESSES .....	5
POINTS OF CONTACT .....	5
<b>SCOPE OF SERVICES REQUESTED</b> .....	<b>7</b>
GENERAL.....	7
<b>PROPOSAL FORMAT</b> .....	<b>8</b>
1. TABLE OF CONTENTS.....	8
2. LETTER OF INTENT .....	8
3. CORPORATE INFORMATION .....	9
4. MANAGEMENT AND PARTICIPATING PERSONNEL.....	9
5. PROPOSED SITE PLAN.....	9
7. PURCHASE PRICE .....	9
8. CERTIFICATES OF INSURANCE .....	9
9. REFERENCES.....	9
<b>SELECTION PROCESS &amp; CRITERIA</b> .....	<b>11</b>
<b>SUBMISSION FORMS</b> .....	<b>15</b>
DISCLOSURE OF CERTAIN RELATIONSHIPS.....	17
LOCAL GOVERNMENT OFFICERS OF THE CITY OF SAN ANGELO.....	20
DEBARMENT AND SUSPENSION CERTIFICATION .....	21
LETTER OF INTEREST .....	23
<b>MAP</b> .....	<b>25</b>









## **INVITATION TO SUBMIT PROPOSAL**

### **Scope of Work**

The City of San Angelo is soliciting proposals for the development of certain vacant land consisting of two (2) tracts located in the southwestern portion of the City of San Angelo, known as Railroad Right of Way, near the Old WTU Power Plant. The subject parcels are located near Red Bluff Road and Hillside Road.

The City of San Angelo is interested in selling the surface estate only of the described parcels of land, to an entity with experience in mixed-use development, with:

- (1) Reservation of all of the oil, gas, and other minerals in, on, under, and that may be produced from the Property, with the provision that Grantor shall not extract any oil, gas, or other minerals by open pit strip mining, or other surface removal methods except as may be done from adjacent Property;
- (2) Excepting from this conveyance all of the groundwater from said Property, and expressly reserving unto Grantor and Grantor's successors and assigns forever all of the water rights associated with the Property, including the exclusive right of drilling, producing, saving, storing, transporting, selling, leasing and owning groundwater from the Property.
- (3) Conveyance is subject to all easements, rights-of-way, and prescriptive rights, whether of record or not; all presently recorded and validly existing restrictions, reservations, covenants, conditions, oil and gas leases, mineral interests, and water interests outstanding in persons other than Grantor, and other recorded instruments, other than conveyances of the surface fee estate, that affect the Property; validly existing rights of adjoining owners in any walls and fences situated on a common boundary; and any discrepancies, conflicts, or shortages in area or boundary lines.
  - a. Existing sewer force main, located within tract – City reserves the right to (1) retain easement, or (2) proposal of relocation of easement.

Each firm will be expected to supply a reasonable and probable use that supports the highest present value of vacant land; taking account the contribution of the specific use to the community and act in accordance with the 2013 Lake Nasworthy Master Plan and Implementation Strategy.

Based upon physical attributes, the subject sites are irregularly shaped tracts totaling approximately 5.30 acres of land area situated in close proximity to Lake Nasworthy. Though the west and south sides of the perimeter contain residential development, the parcels are primarily unimproved properties. The sites are currently zoned as "RS-1" (Single-Family Residential) which allows for its development for residential uses.

The intention is to enter into contract with a firm that can provide the desired development with the unimproved land. Proposals must show the highest and best use of the property. All proposals should support the recreation aspects of Lake Nasworthy; as well as conform with the 2013 Lake Nasworthy Master Plan and Implementation Strategy.

Respondents are advised that the City reserves the right to evaluate and rank the proposals without input from the respondents. Therefore, proposals should be complete as initially submitted. However, if you are selected for an interview, you will be expected to present not only your proposal, but also your approach.

### **No Bid Reply Form**

*If for any reason, you are not submitting a proposal, please complete the NO REPLY Form and return the form to us either by mail or by email to [sapurch@cosatx.us](mailto:sapurch@cosatx.us) in order to remain in our vendor database.*

### **Pre-Proposal Meeting**

A pre-proposal meeting will be held in the 2<sup>nd</sup> Floor Conference Room in City Hall, 72 West College, 2nd floor, San Angelo Texas, 3:00 pm, Local Time, March 14, 2014. Only written questions regarding this RFP (via email or mail) will be accepted prior to and after the pre-proposal meeting. Both oral and written questions will be accepted at the pre-proposal meeting. Changes to the RFP resulting from the pre-bid meeting will be provided in the form of an RFP Addendum, and will be provided to every prospective Proposer registering to receive an RFP and attending the pre-proposal meeting. No questions will be accepted after March 18, 2014. Written responses will govern. Information regarding this RFP is available from and communication shall be done exclusively through:

Mr. Roger Banks, Purchasing Manager  
72 West College Suite 330  
San Angelo, TX 76905  
E-mail: [sapurch@cosatx.us](mailto:sapurch@cosatx.us)

### **Document Availability**

Contract documents and specifications are available and may be examined without charge in the Purchasing Department, Room 330, City Hall and be download at Purchasing Department's webpage <http://www.cosatx.us>.

### **Qualification Statement**

Prospective respondents should be advised that a qualification statement may be required.

### **Rejection of Proposal**

The City of San Angelo reserves the right to reject all proposals, to waive informalities or irregularities, and to reject non-conforming, non-responsive, or conditional proposals.

### **Withdrawal**

No proposal may be withdrawn within a period of 90 days after the date fixed for opening bids.

### **Equal Opportunity Employers**

Disadvantaged and Minority Respondents are highly encouraged to participate.





## **INTRODUCTION**

The City of San Angelo is soliciting proposals for the development of two (2) tracts located in the southwestern portion of the City of San Angelo, known as Railroad Right of Way, near the Old WTU Power Plant. The subject parcels are located near Red Bluff Road and Hillside Road. The tracts are irregularly shaped and contain a total land area of approximately 5.30 acres.

### **Disqualification**

Disqualification may occur for any of the following reasons:

- The respondent is involved in any litigation against the City of San Angelo;
- The respondent is in arrears on any existing contract or has defaulted on a previous contract with the City;
- The respondent is debarred, suspended, or otherwise excluded from or ineligible for participation in State or Federal assistance programs.

### **Confidentiality**

All proposals shall remain confidential. After award, proposals will be made available for public inspection. The City shall not be responsible for the confidentiality of any trade secrets or other information contained or disclosed in the proposal unless clearly identified as such.

### **Award of Contract**

The City will select the most highly qualified respondent(s) based on demonstrated competence, qualifications and selection process and then attempt to negotiate a contract at a fair and reasonable price.

### **Acceptance of Proposal Content**

Before submitting a proposal, each Respondent shall make all investigations and examinations necessary to ascertain all conditions and requirements affecting the performance of the contract and to verify any representations made by the City upon which the proposal will rely. If the Respondent receives an award, failure to have made such investigation and examinations will in no way relieve the Respondent from its obligation to comply in every detail with all provisions and requirements.

### **Equal Employment Opportunity**

Attention of Respondents to the requirement for ensuring that employees and applicants for employment are not discriminated against because of their race, color religion, sex, national origin, age, or disability.

## Communication Restrictions

Respondents should not communicate with: 1) elected City officials and their staff regarding the RFP or Proposals from the time the RFP has been released until the contract is posted as a City Council agenda item; and 2) City employees from the time the RFP has been released until the contract is awarded. These restrictions extend to “thank you” letters, phone calls, emails and any contact that results in the direct or indirect discussion of the RFP and/or Proposal submitted by Respondent. Violation of this provision by Respondent and/or its agent may lead to disqualification of Respondent’s proposal from consideration.

Exceptions to the Restrictions on Communication with City employees include:

1. Conversations with the current contract holder concerning operations under the current Agreement for Waste Collection and Disposal and Landfill Lease and Operation;
2. Private (non-business) contacts with the City by the Proposer’s employees acting in their personal capacity;
3. Casual social contacts that do not include mention of the Landfill or the potential lease of the Landfill;
4. Respondents may submit written questions concerning this RFP to:

Roger Banks, Purchasing Division Manager  
Email: sapurch@cosatx.us

Questions submitted and the City’s responses will be posted in the form of an Addendum to the City’s web site at [www.cosatx.us](http://www.cosatx.us). Respondent is responsible for calling the City to determine if any addendums have been issued prior to their submittal.

5. Respondents may provide responses to questions asked of them after responses are received and opened. During interviews, if any, verbal questions and explanations will be permitted. If interviews are conducted, Respondents shall not bring lobbyists. The City reserves the right to exclude any persons from interviews as it deems in its best interests.
6. City reserves the right to contact any Respondent to negotiate if such is deemed desirable by City. Such negotiations initiated by City staff persons, shall not be considered a violation by Respondent of this section.



**CITY OF SAN ANGELO**  
PURCHASING DEPARTMENT  
72 W College Avenue, San Angelo, Texas 76903  
Tel: (325) 657-4220

## **DEADLINE AND DELIVERY LOCATION**

### **Deadline**

Sealed submittals must be received and time stamped by **March 20, 2014, 2:00 P.M. Local Time.** The clock located in Purchasing will be the official time.

It is the sole responsibility of the respondent to ensure that the sealed RFP submittal arrives at the above location by specified deadline regardless of method chosen by the respondent for delivery.

### **Copies**

Submit (1) unbound original, (8) bound copies (Staples and binder clips are acceptable) and (1) electronic copy of all proposals and forms in PDF format on CD or USB Flash Drive.

### **Sealed Envelope Addressing**

Lower Left Hand Corner: *"RFP: RE-01-14/Railroad Right of Way"*

### **Delivery Addresses**

**USPS:** Purchasing Department  
City of San Angelo  
72 W College Avenue  
San Angelo, Texas 76903

**Delivery Services:** Purchasing Department,  
City of San Angelo  
72 West College Avenue, Suite 330  
San Angelo, Texas 76903

***Please ensure the delivery envelope is marked, "RFP Enclosed" along with your Company Name and address.***

Faxed or electronically transmitted RFP submittals will not be accepted

### **Points of Contact**

**Roger Banks, Purchasing Manager**  
Purchasing Department  
City of San Angelo  
72 W College Avenue  
San Angelo Texas, 76903  
Email: [roger.banks@cosatx.us](mailto:roger.banks@cosatx.us)  
Telephone: (325) 657-4219

**Cynthia Preas, Real Estate Administrator**  
Real Estate Division  
City of San Angelo  
72 W College Avenue  
San Angelo Texas, 76903  
Email: [cythia.preas@cosatx.us](mailto:cythia.preas@cosatx.us)  
Telephone: (325) 657-4212

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## **SCOPE OF SERVICES REQUESTED**

### **General**

The City of San Angelo is soliciting proposals for the development of certain vacant land consisting of two (2) tracts located in the southwestern portion of the City of San Angelo, known as Railroad Right of Way, near the Old WTU Power Plant. The subject parcels are located near Red Bluff Road and Hillside Road.

The City of San Angelo is interested in selling the surface estate only of the described parcels of land, to an entity with experience in mixed-use development, with:

- (1) Reservation of all of the oil, gas, and other minerals in, on, under, and that may be produced from the Property, with the provision that Grantor shall not extract any oil, gas, or other minerals by open pit strip mining, or other surface removal methods except as may be done from adjacent Property;
- (2) Excepting from this conveyance all of the groundwater from said Property, and expressly reserving unto Grantor and Grantor's successors and assigns forever all of the water rights associated with the Property, including the exclusive right of drilling, producing, saving, storing, transporting, selling, leasing and owning groundwater from the Property.
- (3) Conveyance is subject to all easements, rights-of-way, and prescriptive rights, whether of record or not; all presently recorded and validly existing restrictions, reservations, covenants, conditions, oil and gas leases, mineral interests, and water interests outstanding in persons other than Grantor, and other recorded instruments, other than conveyances of the surface fee estate, that affect the Property; validly existing rights of adjoining owners in any walls and fences situated on a common boundary; and any discrepancies, conflicts, or shortages in area or boundary lines.

Each firm will be expected to supply a reasonable and probable use that supports the highest present value of vacant land; taking account the contribution of the specific use to the community and act in accordance with the 2013 Lake Nasworthy Master Plan and Implementation Strategy.

Based upon physical attributes, the subject sites are irregularly shaped tracts totaling approximately 5.30 acres of land area situated in close proximity to Lake Nasworthy. Though the west and south sides of the perimeter contain residential development, the parcels are primarily unimproved properties. The sites are currently zoned as "RS-1" (Single-Family Residential) which allows for its development for residential uses.

The intention is to enter into contract with a firm that can provide the desired development with the unimproved land. Proposals must show the highest and best use of the property. All proposals should support the recreation aspects of Lake Nasworthy; as well as conform with the 2013 Lake Nasworthy Master Plan and Implementation Strategy.

### **Proposals should include:**

- Intended usage(s)

- Schematic Site Plan
  - Architectural design
  - Color Elevations
  - Landscaping Plan
  - Signage Plan (if applicable)
- Traffic Access Plan
  - Both Pedestrian and Vehicular
- Preliminary proposed Plat
  - Include proposed General Utility Plan
- Estimated time of completion
- Purchase price

## PROPOSAL FORMAT

Proposals shall be submitted in the following format with each element requested and/or form furnished as specified to facilitate evaluation of the proposals. The detailed requirements in this RFP are **mandatory**.

### FAILURE TO ADHERE TO THE REQUIRED FORMAT MAY BE CAUSE FOR REJECTION OF PROPOSAL.

#### 1. Table of Contents

The Table of Contents must indicate the material included in the proposal. The Table of Contents of the respondent should mirror this section of the City's Request for Proposals and must include all items set forth in this section of the RFP.

#### 2. Letter of Intent

A letter of intent must be submitted with a Respondent's proposal. The letter must include:

- A statement of the Respondent understands the development requirements by the Request for Proposal.
- A statement that the Respondent can and will furnish the required services in full compliance to the terms, conditions and specifications set forth in this RFP within the designated time frames.
- A statement of the Respondent's status (i.e. corporation, partnership, other), and its **affiliation with any other corporation or firm along with the names of the person(s)** authorized to make representations on behalf of the respondent, binding the firm to a contract.

### **3. Corporate Information**

Provide a list of corporate officers and the location of office(s).

### **4. Management and Participating Personnel**

Provide a profile or resume of pertinent personnel that would be assigned to the project.

### **5. Proposed Site Plan**

Provide the following for the intended usage

- Schematic Site Plan
- Architectural design
- Color Elevations
- Landscaping Plans
- Signage Plan
- Traffic Access Plan
- Preliminary proposed plat
- General Utility Plan

### **6. Estimated time of completion**

Include a project time line from start to finish

### **7. Purchase price**

Provide a purchase price for the subject properties.

### **8. Certificates of Insurance**

Include copies of firms/individuals current Certificates of Insurance maintained by the firm, including General Liability and Errors and Omissions. Insurance requirements will be finalized during negotiations.

### **9. References**

Provide contact information of five (5) businesses for which you have provided services. Include in the listing a brief description of the service(s) provided

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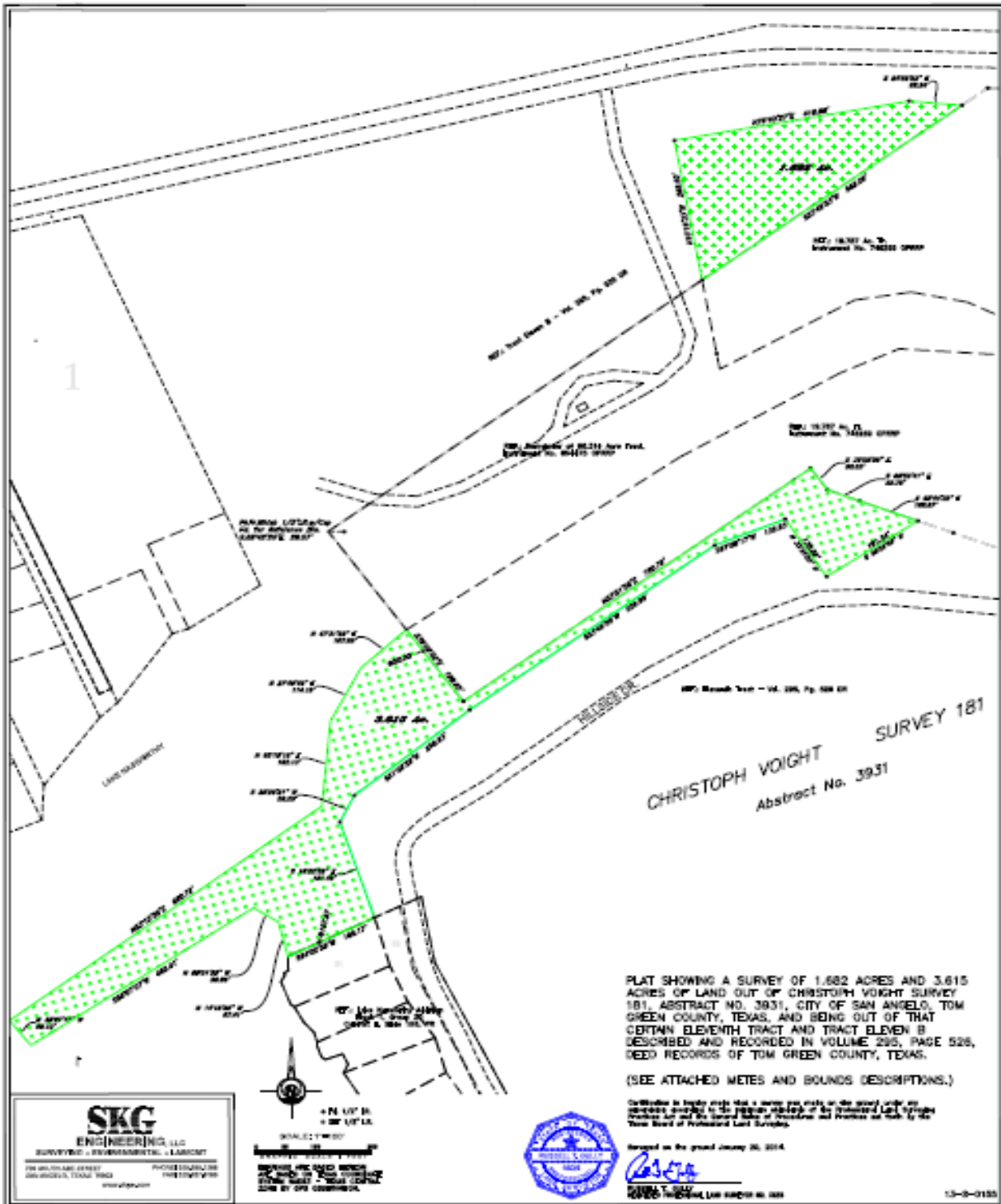
## **SELECTION PROCESS & CRITERIA**

All submittals shall be evaluated by a selection committee and those applicants selected for the short list may be invited to attend an interview, at the applicants own expense.

- A.** The selection committee will consist of representatives from several City departments that are currently involved with the development process in the subject area.
- B.** The selection committee will evaluate all proposals that are submitted. Selection ratings will be based on 100-point scale. Ranking will be as reflected below:
  - 30%** - Examples of Respondent's schematic plan, any relevant architectural design, and proposed general utility and street plan
  - 30%** - Innovative technique supporting recreation aspects of Lake Nasworthy; as well as conforms with the 2013 Lake Nasworthy Master Plan and Implementation Strategy or suggest an amendment to the 2009 Comprehensive Plan Future Land Use Map.
  - 25%** - Examples of development you have prepared for other clients or you may prepare something specific to a City issue.
  - 15%** - Purchase price
- C.** Each respondent may include a maximum of six (6) pages of information not included in the above descriptions, which may be useful and applicable to this project.
- D.** Respondents are advised that the City reserves the right to evaluate and rank the proposals without input from the respondents. Therefore, proposals should be complete as initially submitted. However, if you are selected for an interview, you will be expected to present not only your proposal, but also your approach.
- E.** City staff shall make a recommendation to City Council of the selection of the most qualified respondent to enter into contract negotiations with the City.
- F.** If satisfactory negotiations cannot be concluded, the City reserves the right to negotiate with the next highest-ranking respondent until an agreement for services and fees are reached. This process shall continue until an agreement is reached.
- G.** When site plans and purchase price are agreed upon, the selected respondent shall be offered a sales contract subject to City Council approval.
- H.** Upon completion of the evaluation process, Respondents should receive a notification letter indicating the recommended firm and anticipated City Council agenda date.

- I. This RFP does not commit the City to pay for any direct and/or indirect costs incurred in the preparation and presentation of a response. All finalist(s) shall pay their own costs incurred in preparing for, traveling to and attending the interviews.
- J. The City reserves the right to accept or reject all or part of proposals.
- K. The City reserves the right to accept or reject any or all proposals, and to waive any informalities or irregularities in the RFP process.

MAP



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**CITY OF SAN ANGELO**  
PURCHASING DEPARTMENT  
72 W College Avenue, San Angelo, Texas 76903  
Tel: (325) 657-4220

## **SUBMISSION FORMS**

### **Copies**

Submit (1) unbound original, (8) bound copies (Staples and binder clips are acceptable) and (1) electronic copy of all proposals and forms in PDF format on CD or USB Flash Drive.

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**CITY OF SAN ANGELO**  
PURCHASING DEPARTMENT  
72 West College Avenue, San Angelo, Texas 76903  
Tel: (325) 657-4219 or 657-4220

## **NOTICE TO VENDORS**

### **Disclosure of Certain Relationships**

**Effective January 1, 2006**, Chapter 176 of the Texas Local Government Code requires that any vendor or person considering doing business with a local governmental entity make certain disclosures concerning any affiliation or business relationship that might cause a conflict of interest with the local governmental entity. The provisions of Chapter 176 and the Form CIQ questionnaire that you must complete to comply with this law, are available at the Texas Ethics Commission website at <http://www.ethics.state.tx.us/whasnew/conflictforms.htm>.

A current list of City of San Angelo and City of San Angelo Development Corporations officers is available in the office of the City of San Angelo City Clerk's office located in Room 201 of City Hall or on the City's website at <http://sanangelotexas.org>. If you are considering doing business with the City of San Angelo or the City of San Angelo Development Corporation and have an affiliation or business relationship that requires you to submit a completed Form CIQ, it must be filed with the records administrator (City Clerk) of the City of San Angelo no later than the seventh (7<sup>th</sup>) business day after the date you become aware of facts that require the form to be filed. See Section 176.006, Texas Local Government Code. It is a Class C misdemeanor to violate this provision.

**By Submitting a response to a City of San Angelo or City of San Angelo Development Corporation Request for Proposals, Request for Bids, or Request for Qualifications or by conducting business with either of those two entities, you are representing that you are in compliance with the requirements of Chapter 176 of the Texas Local Government Code.**

Roger S. Banks, Division Manager  
Purchasing Division

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# CONFLICT OF INTEREST QUESTIONNAIRE

## FORM CIQ

For vendor or other person doing business with local governmental entity

### OFFICE USE ONLY

Date Received

This questionnaire reflects changes made to the law by H.B. 1491, 80th Leg., Regular Session.

This questionnaire is being filed in accordance with Chapter 176, Local Government Code by a person who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the person 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 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 knowingly violates Section 176.006, Local Government Code. An offense under this section is a Class C misdemeanor.

**1 Name of person who has a business relationship with local governmental entity.**

**2  Check this box if you are filing an update to a previously filed questionnaire.**

(The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date the originally filed questionnaire becomes incomplete or inaccurate.)

**3 Name of local government officer with whom filer has employment or business relationship.**

\_\_\_\_\_  
Name of Officer

This section (item 3 including subparts A, B, C & D) must be completed for each officer with whom the filer has an employment or other business relationship as defined by Section 176.001(1-a), Local Government Code. 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, other than investment income, from the filer of the questionnaire?

Yes       No

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

Yes       No

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

Yes       No

D. Describe each employment or business relationship with the local government officer named in this section.

**4**

\_\_\_\_\_  
Signature of person doing business with the governmental entity

\_\_\_\_\_  
Date

## **Local Government Officers of the City Of San Angelo**

As defined by Chapter 176 of the Texas Local Government Code  
(Revised 8/6/13)

For purposes of completion of the required Conflict of Interest Questionnaire for the City of San Angelo (required by all Vendors who submit bids/proposals), Local Government Officers are:

### **City of San Angelo City Council:**

- Dwain Morrison, Mayor
- Charlotte Farmer, Mayor Pro-Tempore
  
- Councilmembers
  - Rodney Fleming, SMD 1
  - Marty Self, SMD 2
  - Johnny Silvas, SMD 3
  - Don Vardeman, SMD 4
  - H.R. Wardlaw, III, SMD5
  - Charlotte Farmer, SMD 6

Daniel Valenzuela, City Manager

### **City of San Angelo Development Corporation officers are:**

- Scott Tankersley, President
- John Edward Bariou, Jr. - First Vice President
- Tony Villarreal - Second Vice President
- Daniel Anderson - Director
- Richard Crisp - Director
- Tommy Hiebert - Director
- Pedro Ramirez – Director

Executive Director: Roland Pena



**Debarment and Suspension Certification**

- (1) The prospective primary participant certifies to the best of its knowledge and belief that it and its principals:
  - (a) Are not presently debarred, suspended, proposed for disbarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
  - (b) Have not within a three-year period preceding this application 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 governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
  - (d) Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause or default.
  
- (2) Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective primary participant shall attach an explanation to this proposal.

(Seal if Bidder is Corporation)

\_\_\_\_\_

Company Name

\_\_\_\_\_

Signature

\_\_\_\_\_

Printed Name

\_\_\_\_\_

Title

\_\_\_\_\_

Address

\_\_\_\_\_

City, State Zip Code

## Debarment and Suspension Certification-Instructions

1. By signing and submitting this proposal, the prospective participant is providing the certification set out below.
2. The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The prospective participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the determination whether to enter into this transaction. However, failure of the prospective participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.
3. The certification in this clause is a material representation of fact upon which reliance was placed when the City of San Angelo determined to enter into this transaction. If it is later determined that the prospective participant knowingly rendered an erroneous certification, in addition to other remedies available, the City of San Angelo may terminate this transaction for cause.
4. The prospective participant shall provide immediate written notice to the City of San Angelo to which this proposal is submitted if at any time the prospective participant learns that its certification was erroneous when submitted or has become erroneous because of changed circumstances.
5. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549(13 CFR Part 145). You may contact the City of San Angelo for assistance in obtaining a copy of these regulations.
6. The prospective participant agrees by submitting this proposal that, should the proposed transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the City of San Angelo.
7. The prospective participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment and Suspension" provided by the City of San Angelo, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
8. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the ineligibility of its principals. Each participant may, but is not required to, check the Nonprocurement List.
9. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
10. Except for transactions authorized under paragraph 6 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the City of San Angelo, the City of San Angelo may terminate this transaction for cause.



**LETTER OF INTEREST**

The undersigned firm submits the following information in response to Request for Proposal RE-01-14 (as amended by Addenda), issued by the City of San Angelo, Texas ("City"). This proposal includes Completed RFP Letter of Interest **(REQUIRED)**, Completed Conflict Of Interest form (if applicable) and Completed Debarment and Suspension Certificate **(REQUIRED)**

Respondent is responsible for calling the City to determine if any addendums have been issued.

Respondent also understands that the City is not bound to select any proposals for the final pre-qualified list and may reject any RFP submittal that the City receives.

Respondent further understands that all costs and expenses incurred by it in preparing this RFP and participating in this process will be borne solely by the respondent, and that the RFP submittal materials will become the property of the City and will not be returned.

Respondent agrees that the City will not be responsible for any errors, omissions, inaccuracies, or incomplete statements in this RFP and accepts all terms of the RFP submittal process by signing this letter of interest and making the RFP submittal.

The respondent certifies, by submission of this proposal or acceptance of this contract, that neither it nor its principals, is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal or State departments or agencies.

Any offer submitted because of this RFP shall be binding on the Respondent for 90 calendar days following the specified opening date. Any proposal for which the respondent specifies a shorter acceptance period may be rejected.

This RFP shall be governed by and construed in all respects according to the laws of the State of Texas.

Business Name:

Mailing Address:

City, State Zip

Telephone:

E-Mail:

Authorized Signature

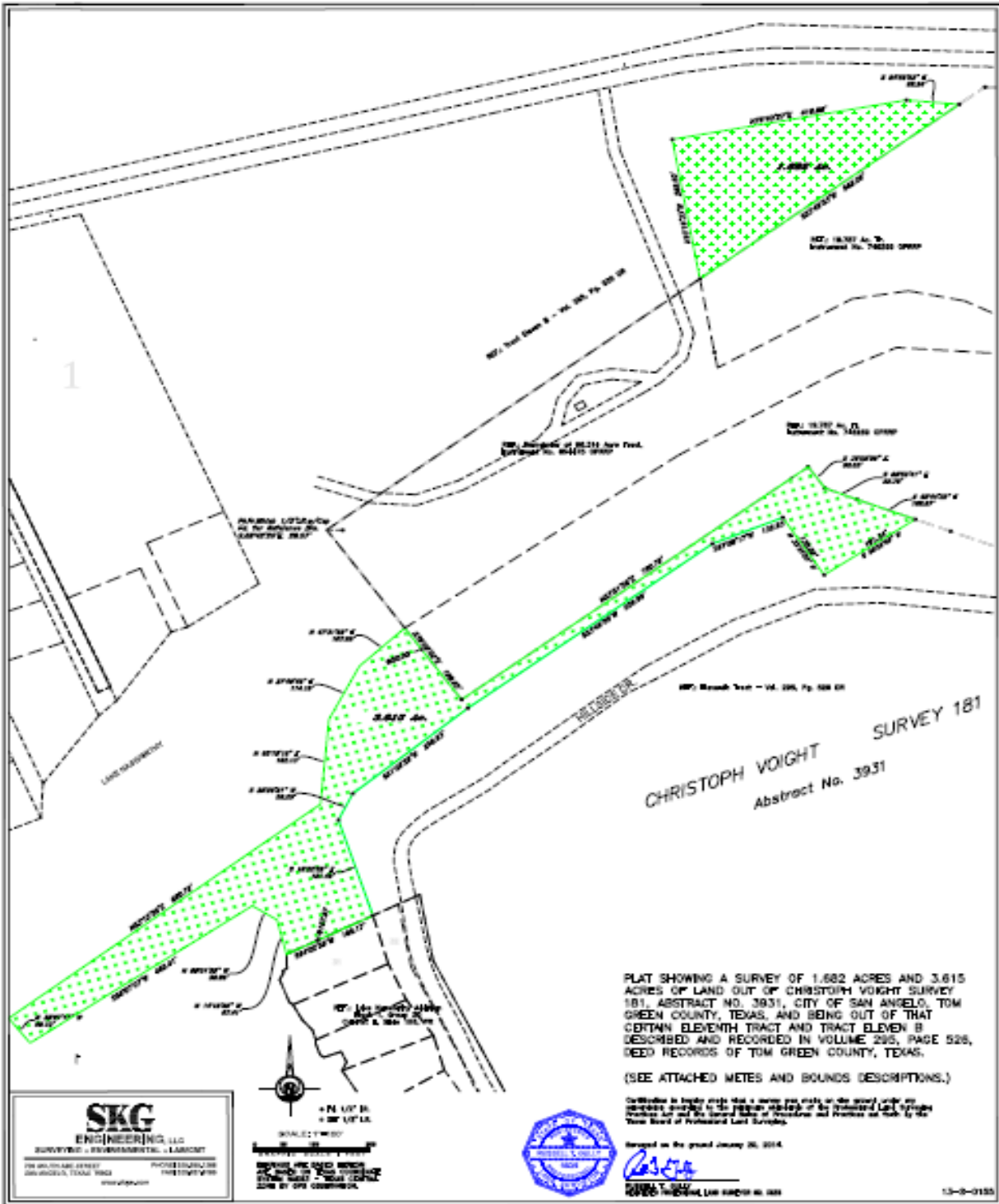
Date:

Printed Name/Title:

*Attach IRS W-9 Form*

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MAP



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NO BID REPLY FORM

If for any reason, you are not submitting a bid/proposal, please check one or more reasons below and return the form to us either by mail or by email to sapurch@cosatx.us in order to remain in our database for these types of products or services.

By providing us this information, we hope to improve future Request packages that will elicit your participation.

===== ### =====

PLEASE PRINT

We wish to Remain On ( )/Deleted From ( ) the list of bidders for the City of San Angelo

A. We hereby submit a "No Bid" because:

- ( ) 1. We are not interested in selling through the bid process.
( ) 2. We are unable to prepare the bid form in time to meet the due date.
( ) 3. We do not wish to bid under the terms and conditions of the Request for Bid/Proposal. OBJECTIONS:
( ) 4. We do not feel we can be competitive.
( ) 5. We cannot submit a bid because of the marketing or franchising policies of the manufacturing company.
( ) 6. We do not wish to sell to the City of San Angelo. OBJECTIONS:
( ) 7. We do not sell the items or provide the services requested.
( ) 8. Other:

Firm \_\_\_\_\_

Signed \_\_\_\_\_

Thank you for your assistance!