



City of Rockwall  
*The New Horizon*

**CITY OF ROCKWALL, TEXAS  
REQUEST FOR PROPOSAL  
FOR  
USED BUCKET TRUCK  
PROPOSAL NO. 2017-2**

**PROPOSAL CLOSE DATE  
2:00 P.M., JANUARY 13, 2017**

DELIVER OR MAIL  
PROPOSAL RESPONSE TO:

LEA ANN EWING  
PURCHASING AGENT  
CITY OF ROCKWALL  
385 S. GOLIAD  
ROCKWALL TX 75087

PROPOSAL SUBMITTED BY:

---

---

---

PROPOSAL #2017-2

PROPOSAL  
OF \_\_\_\_\_

\_\_\_\_\_  
a Corporation organized and existing under the laws of the State of \_\_\_\_\_

a partnership consisting of \_\_\_\_\_

\_\_\_\_\_, the business name of \_\_\_\_\_

\_\_\_\_\_, an individual.

TO: The City of ROCKWALL

PROJECT FOR: Purchase of a used bucket truck

The undersigned PROPOSER, pursuant to the Foregoing Invitation for PROPOSAL, has carefully examined the Instruction to PROPOSERS, this Proposal, the Supplemental Conditions, the form of Contract Agreement and Bonds, the General Conditions of the Agreement, the Specifications, and will provide all necessary labor, superintendence, machinery, equipment, tools, materials, insurance, services and other facilities to complete fully all work as provided in the PROPOSAL Documents; and binds himself upon formal acceptance of his Proposal to execute a contract and bonds, according to the prescribed forms, for the following prices, to-wit:

General

Scope & Intent - The City of ROCKWALL is accepting sealed PROPOSALS for the purchase of a USED BUCKET TRUCK.

1. January 6, 2017 is the last date for questions to be answered via PROPOSAL addendum. All questions should be submitted in writing to Lea Ann Ewing, Purchasing Agent at [lewing@rockwall.com](mailto:lewing@rockwall.com).

Contractor must not sell, sublet or otherwise assign these responsibilities to others without the written consent of the City.

Name: \_\_\_\_\_

**Describe Warranty:**

---

---

---

---

The undersigned agrees to complete all work covered by this PROPOSAL Document within a reasonable period of time after the date of the Award as directed by the City of ROCKWALL.

Receipt is acknowledged of the following addenda:

Addendum No. 1 \_\_\_\_\_  
Addendum No. 2 \_\_\_\_\_

Respectfully submitted by,

Authorized Signature \_\_\_\_\_

Print Name & Title \_\_\_\_\_

Company Name \_\_\_\_\_

Street or PO Box \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Contact Person \_\_\_\_\_

Telephone \_\_\_\_\_

Email \_\_\_\_\_

Date \_\_\_\_\_

Note: Do not detach PROPOSAL forms from other papers. Fill in with ink and submit this completed document with any attached documents such as PROPOSAL bond.

Company Name \_\_\_\_\_

## **NOTICE TO PROPOSERS**

### 1. RECEIPT AND OPENING OF PROPOSALS

The City of ROCKWALL ("City") invites PROPOSALS on the form attached hereto, all blanks of which must be appropriately filled in. PROPOSALS will be received by the City no later than January 13, 2017, 2:00 P.M., addressed to Purchasing Agent, and will be then publicly opened and read aloud in the Council Chambers. The envelope containing the PROPOSAL must be sealed, addressed to the Purchasing Agent at 385 S. Goliad, ROCKWALL, Texas 75087 and designated as PROPOSAL for the Project identified as PROPOSAL #2017-2 Used Bucket Truck.

The City may consider informally any PROPOSAL not prepared and submitted in accordance with the provisions hereof and may, at its sole option and within its sole discretion, waive any informalities or reject any and all PROPOSALS. Any PROPOSAL may be withdrawn prior to the above scheduled time for the opening of PROPOSALS or authorized postponement thereof. Any PROPOSAL received after the time and date specified shall not be considered. No PROPOSER may withdraw a PROPOSAL within 90 days after actual date of the opening thereof.

### 2. PREPARATION OF PROPOSAL

Each PROPOSAL must be submitted in a sealed envelope bearing on the outside the name of the PROPOSER, his address, and the name of the project for which the PROPOSAL is submitted. If forwarded by mail, the sealed envelope containing the PROPOSAL must be enclosed in another envelope addressed as specified in the PROPOSAL form.

### 3. METHOD OF PROPOSAL

The City invites the following sealed PROPOSAL(s):

**PROPOSAL #2017-2 Purchase of A Used Bucket Truck**

### 9. ADDENDA AND INTERPRETATIONS

PROPOSALERS are responsible for a thorough review of the contract documents, plans and specifications. PROPOSERS shall assume all risk of any ambiguities. Thus, it is imperative that PROPOSER be familiar with the contract documents as well as the job site.

No interpretation of the meaning of plans, specifications, or other pre-PROPOSAL documents will be made to any PROPOSER orally.

Every request for such interpretation should be in writing addressed to Lea Ann Ewing, Purchasing Agent, at [lewing@rockwall.com](mailto:lewing@rockwall.com) and to be given consideration, must be received at least five days prior to the date fixed for the opening of PROPOSALS. Any and all such interpretations and any supplemental instructions will be in the form of written addenda to the specifications which, if issued, will be mailed by certified mail with return receipt requested to all prospective PROPOSERS (at the respective address furnished for such purposes), not later than three days prior to the date fixed for opening

of PROPOSALS. Failure of any PROPOSERS to receive any such addendum or interpretation shall not relieve such PROPOSER from any obligation under his PROPOSAL as submitted. All addenda will be forwarded via email to the PROPOSERS who have picked up PROPOSAL packets and so issued shall become part of the contract documents.

13. LAWS AND REGULATIONS

The PROPOSERS attention is directed to the fact that all applicable State laws, municipal ordinances, and rules and regulations of all authorities having jurisdiction over construction of the project shall apply to the contract throughout, and they will be deemed to be included in the contract the same as though herein written out in full.

21. Piggyback Contract/Other Entity Clause:

It is the intent of this solicitation that other governmental organizations and agencies throughout the continental United States may purchase identical items at the same unit pricing and the same general terms and conditions, subject to the applicable state laws. Freight/shipping charges are included in the proposal prices for Texas cooperative members. Additional freight/shipping charges that may be required by other organizations and agencies are outside the scope of the base proposal. The City authorizes each governmental entity to make payment directly to the successful proposer. The term of this agreement is one (1) year from the date of contract execution.

Agree\_\_\_\_\_ Disagree\_\_\_\_\_

Proposer may or may not agree to the above piggyback clause and would need to respond by initialing either line above.

22. DISCLOSURE OF CERTAIN RELATIONSHIPS (HB 914). Effective January 1, 2006, Chapter 176 of the Texas Local Government Code requires that any vendor or person considering doing business with a local government entity disclose in the Questionnaire Form CIQ, the vendor or person's affiliation or business relationship that might cause a conflict of interest with a local government entity. By law, this questionnaire must be filed with the records administrator of the City of Rockwall 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. Forms may be obtained on the City's website at [www.rockwall.com](http://www.rockwall.com), City Departments, Finance Department, Purchasing page.

23. CERTIFICATE OF INTERESTED PARTIES.

**DISCLOSURE OF INTERESTED PARTIES**

§46.1. Application

(a) This chapter applies to section 2252.908 of the Government Code.

(b) Section 2252.908 of the Government Code applies only to a contract of a governmental entity or state agency entered into after December 31, 2015, that meets either of the following

conditions:

(1) The contract requires an action or vote by the governing body of the entity or agency; or

(2) The value of the contract is at least \$1 million.

(c) A contract does not require an action or vote by the governing body of a governmental entity or state agency if:

(1) The governing body has legal authority to delegate to its staff the authority to execute the contract:

(2) The governing body has delegated to its staff the authority to execute the contract:  
and

(3) The governing body does not participate in the selection of the business entity with which the contract is entered into.

§46.3. Definitions

(a) "Contract" includes an amended, extended, or renewed contract.

(b) "Business entity" includes an entity through which business is conducted with a governmental entity or state agency, regardless of whether the entity is a for-profit or nonprofit entity. The term does not include a governmental entity or state agency.

(c) "Controlling interest" means: (1) an ownership interest or participating interest in a business entity by virtue of units, percentage, shares, stock, or otherwise that exceeds 10 percent; (2) membership on the board of directors or other governing body of a business entity of which the board or other governing body is composed of not more than 10 members; or (3) service as an officer of a business entity that has four or fewer officers, or service as one of the four officers most highly compensated by a business entity that has more than four officers.

(d) "Interested party" means: (1) a person who has a controlling interest in a business entity with whom a governmental entity or state agency contracts; or (2) a person who actively participates in facilitating a contract or negotiating the terms of a contract with a governmental entity or state agency, including a broker, intermediary, adviser, or attorney for the business entity.

(e) "intermediary" for purposes of this rule, means, a person who actively participates in the facilitation of the contract or negotiating the contract, include a broker, adviser, attorney, or

representative of or agent for the business entity who:

- (1) receives compensation from the business entity for the person's participation;
- (2) communicates directly with the governmental entity or state agency on behalf of the business entity regarding the contract; and
- (3) is not an employee of the business entity.

#### §46.5. Disclosure of Interested Parties Form

(a) A disclosure of interested parties form required by section 2252.908 of the Government Code must be filed on an electronic form prescribed by the commission that contains the following:

- (1) The name of the business entity filing the form and the city, state, and country of the business entity's place of business;
- (2) The name of the governmental entity or state agency that is a party to the contract for which the form is being filed;
- (3) The name of each interested party and the city, state, and country of the place of business of each interested party;
- (4) The identification number used by the governmental entity or state agency to track or identify the contract for which the form is being filed and a short description of the goods or services used by the governmental entity or state agency provided under the contract; and
- (5) An indication of whether each interested party has a controlling interest in the business entity, is an intermediary in the contract for which the disclosure is being filed, or both.

(b) The certification of filing and the completed disclosure of interested parties form generated by the commission's electronic filing application must be printed, signed by an authorized agent of the contracting business entity, and submitted to the governmental entity or state agency that is the party to the contract for which the form is being filed

(c) A governmental entity or state agency that receives a completed disclosure of interested parties form and certification of filing shall notify the commission, in an electronic format prescribed by the commission, of the receipt of those documents not later than the 30th day after the date the contract for which the form was filed binds all parties to the contract.

(d) The commission shall make each disclosure of interested parties form filed



with the commission under section 2252 . 908(!) of the Government Code available to the public on the commission's Internet website not later than the seventh business day after the date the commission receives the notice required under subsection (c) of this section.

Legal Advertisement

City of ROCKWALL  
Advertisement for PROPOSALS

Sealed Proposals addressed to the City of Rockwall Purchasing Agent will be received at the Purchasing Office, 385 S. Goliad, ROCKWALL, TX 75087 until 2:00 p.m. January 13, 2017 for a used Bucket Truck. Proposals will be opened and publicly read aloud in the City Hall Council Chambers, 385 S. Goliad, Rockwall, TX 75087 at the above time and date.

Proposal documents are available at the Purchasing Office and on line at [www.rockwall.com](http://www.rockwall.com). For additional information you may contact the Purchasing Office at 972-771-7700.

The right is reserved by the City of ROCKWALL as the interest of the City may require to reject any and all Proposals and to waive any informality in Proposals received and reserves the right to consider the most advantageous Proposal thereof.

Publish dates: Dec. 16, 2016 and Dec. 23, 2016