



NOTICE TO ALL BIDDERS

1. Please read the bid carefully. Even if you have responded to this bid in the past, there may be important changes or new information. Some of these may be significant.
2. Please make sure your envelope is addressed correctly. Information on this is included in the bid packet.
3. **Bidder** is the company name not the person completing the bid.
4. All blanks need to be filled in. If documents are not completed correctly, the bid may be disqualified.
5. Please return **ALL PAGES** of this bid packet back to us to be considered a completed bid.
6. HB1295 needs to be completed online, and a copy must be returned with your bid packet with the bottom of the 1295 filled out and signed.
7. Bid **MUST** be signed by a person having the authority to bind the business in a contract with Anderson County.
8. All proposals must be received in the Auditor's Office **before** the opening date and time. Bids received after the deadline will not be considered for the contract and shall be considered void and unacceptable.
9. To remain active in the Anderson County Vendor list, each vendor receiving this bid must respond in some form, Vendors submitting a bid must meet or exceed all specifications herein. Vendors submitting a "NO BID" must submit their reason in writing to Anderson County Auditor's Office.
10. All Requests for Information (RFIs) shall be submitted via email to **mellison@co.anderson.tx.us** Responses to RFIs will be posted on the County website for access by all bidders. It is the responsibility of each bidder to regularly review the website for posted information and updates.
11. Any changes in the specifications will be posted on the County website as an addendum. It shall be the bidder's responsibility to check the website prior to the opening date to verify whether any addendums have been posted. Anderson County Website:
<https://www.andersoncountytexas.gov/page/CA.Purchasing>

Anderson County appreciates your time and effort in preparing a bid. We look forward to hearing from you.

Bid Specifications for Demolition and Disposal

Invitation to Bidder

BID SPECIFICATIONS FOR

DEMOLITION AND REMOVAL OF THE CIVIC CENTER

The County of Anderson, is accepting sealed bids from qualified bidders to demolish and dispose of the Civic Center in Palestine, Texas:

- **Palestine Civic Center** **1819 W Spring St, Palestine, Tx**
to be demolished and disposed of are approximately 29,255sq. ft. (gross building area)

- Property Owner(s): Anderson County Property ID: 46564

- Legal Description: A0723 Shipley, John Block 1243 Tract
7C & 7D

SPECIFIC INSTRUCTIONS

I. **ASSISTANCE TO BIDDERS**

To obtain additional information contact: Misty Ellison
Anderson County Auditor's Office
703 N Mallard St Ste 110
Palestine, Texas Phone: (903) 723-7449

II. **PRE BID SITE VISIT**

All participating bidders must attend a site visit to verify exact location and size of structure to be removed. PRE-BID MEETING is scheduled to be held on Monday, June 15, 2026 at 2:00 P.M at 1819 West Spring St., Palestine, Texas

CONTACT PERSON: JAMES MORGAN 903-724-6806

All prospective bidders are encouraged to attend the non-mandatory pre-bid meeting at the address above.

III. **RESERVATIONS**

Bidder must confirm this compliance of lead base and asbestos requirements. If the demolition of any of the structure is surrounded by any trees or other vegetation and if during demolition the trees or any vegetation present a safety hazard, the contractor shall remove such trees or vegetation.

- A. The bidder must conduct an on-site inspection of the property to correctly identify all of what is to be removed and/or demolished and disposed. The bidder must submit bid for the property.
- B. Maintaining the quality of the property bid on will not be the responsibility of Anderson County, once bids are awarded.
- C. Anderson County reserves the right to reject any and all bids, and to make awards as they may appear to be most advantageous to the County.
- D. Anderson County reserves the right to hold the bid for a period of sixty (60) days from the submission date without action, to waive all formalities in seeking bids, and to negotiate portions thereof.
- E. Bids that address only part of the requirements contained in this bid solicitation will not be considered.
- F. Anderson County reserves the right to select any bid, consider the quoted, proposed fees, and other factors, which are specified therein.
- G. Anderson County reserves the right to decline awarding, should any legal ramifications or impediments intervene during award process.
- H. All permits, insurances, and licenses must be secured by the successful bidder prior to proceeding with any on-site work.
- I. Anderson County Asbestos abatement removal concerns for this project have been addressed, remediation will be complete and comply prior to the start of the Demolition project.
- J. County's Auditor's office will also coordinate and monitor the entire Bid Project with the awarded Demolition / removal Vendor for all compliance, Notice to Proceed Documentation and all other concerns.
- K. All Texas Dept. of State Health Services (DSHS) billed fees pertaining to this project and including the "Remittance Toxic Substance Control Fees" must be included in the Demolition Contractor's Total Bid Price.
- L. County requires proof from the Demolition Contractor that the city has permitted the Demolition and removal of the property.

- M. County requires that the Demolition Contractor(s) will provide to the Texas Dept. of State Health Services (DSHS) if required by statute, a Demolition / Renovation Notification Form. This must be done 10 days prior to starting work and must include start and end dates. The Demolition Contractor(s) must provide the County proof of such prior to starting work.
- N. County will require Verification of all Landfill Disposal tickets at the appropriate Landfill and/or recycle facility (steel, etc.). This proof must be turned in to the County auditor's office.
- O. All Debris removal dump trucks must use tarps to cover loads over the dump body.
- P. Successful bidder is responsible and liable for all underground utilities and must contact Utility Companies to mark all. Successful bidder must notify all Utility Companies of disconnects and locations of these areas of concern.
- Q. Illegal dumping of debris and any other project related items will be subject to all criminal and legal action.
- R. In order for the County to consider extra days for inclement weather, the County must receive (from the Demo. Contractor) a weather report from a local weather center.
- S. Payment, if requested, may be made in two equal amounts based upon the County auditor's office and or County Judge has determination that 50% percent of all Demolition Project work in this Bid has been completed to requirements.
- T. The bidder shall not enter adjacent properties and shall be liable for any property damage to adjacent properties caused by bidder's operations.
- U. The bidder shall be familiar with the removal, demolition, and disposal of the structures according to comply with federal regulations and companion state, county, and local compliance and permitting codes.
- V. The bidder shall not remove the fencing in order to perform the removal and/or demolition task.
- W. The bidder shall only excavate and clear the removal of pipes; to include above ground and below ground supports, footers, piers or tie downs that may have served as the foundation for dwelling structures and any attached rooms/additions, including:
 - a. All plumbing conduit and electrical wiring to include electrical service pole.
 - b. Any decks, ramps, porches, skirting, front and back entry steps (Freestanding or attached).
 - c. Fixtures, appliances, water heater, air conditioner and HVAC system (Freestanding or attached).
- X. Certificates of Demolition must be signed by the successful bidder and submitted to Anderson County's auditor's office.
- Y. The bidder shall maintain noise and/or pollution levels within environmental standards in accordance with the appropriate regulatory requirements.
- Z. The bidder shall confine equipment and demolition operations to each project site and shall not unreasonably encumber the site or public rights of way with debris or equipment.

IV. **TO BE COMPLETELY REMOVED**

Demolition, removal & clearing of structures, including all improvements, concrete slabs,(removed and left at site), bricks, pavers, brush / weeds, all debris and trash located at listed sites as specified (see attached list of properties) Anderson County, Texas. The successful bidder will not begin any work or move any equipment to the job site without written authorization to commence by the Anderson County Auditor. The successful bidder must begin work on site no more than ten (10) days after he/she has been notified to proceed and receiving a Purchase Order. It is specifically stipulated that all concrete foundations will be removed and ground leveled. Anderson County will not be responsible for any expenses incurred by the vendor due to non-compliance with this procedure. Successful bidder will be responsible for acquiring all required permits by the City of Palestine before commencing any work. Successful bidder shall use caution for any potential vermin (rodents, bees, spiders, scorpions etc.) which may surface when work commences. Anderson County will not be liable for any injuries incurred.

V. **PROPERTY LOCATION:**

- **1819 W Spring St., Palestine, Tx. 75801**
- **Property ID 46564, Legal Description A0723 Shipley, John Block 1243 Tract 7C & 7D**
- **Size: Gross Building Area 29,255 sq. ft.**

VI. **ITEMS TO BE DEMOLISHED, REMOVED & CLEARED:**

1. Structures – All items listed below must be demolished and removed to Legal Landfill Site and MUST NOT be sold or removed intact.
- VII. Concrete slabs (broken to remove pipes but left at site for Anderson County to remove)
- VIII. Gas meters, utility connections etc. (if any)
- IX. All debris, including broken glass and nails, etc.
- X. All structural debris and any non-native items
- XI. All Construction Debris must be disposed properly.

VII. **ITEMS TO REMAIN INTACT:**

1. All trees, plants and perimeter fencing must remain on the property and not disturbed nor damaged or removed.
2. Utility Poles (including parking lot lighting)

VIII. **REQUIRED COMPLETION TIME:**

Not to exceed 60 days from the bid award date.

IX. **LIQUIDATED DAMAGES:**

In submitting the bid, bidder agrees to complete the work within the required time as specified. A sum of \$500.00 will be charged to the Contractor as liquidated damages for each day beyond the Completion Date that the Work is not substantially complete.

X. **SITE EXAMINATION:**

Visit the project site before submitting a bid. Submittal of a bid constitutes acknowledgment that the site and site conditions have been inspected and taken into account in preparation of the bid.

Estimated square footage of structure is included in section V.- Property Description

A pre-bid meeting for this bid is on Monday, June 15, 2026 at 2:00 P.M. at the Civic Center

XI. **QUALIFICATIONS:**

To demonstrate qualifications for performing the Work of this Contract, Bidders may be requested to submit written evidence of financial position, previous experience, and current commitments.

XII. **ACCEPTANCE:**

If this Bid is accepted by the County within the time period stated, the County will execute the Agreement within three to seven days of receipt of written Notice of Award and commence work within three to five days after receipt of Written Notice to Proceed. *Anderson County will work with successful contractor on commencing work depending on time required to obtain all required permits.*

XIII. **INSPECTION OF DEMOLITION / CLEARANCE / DISPOSAL WORK:**

The County will make inspections of demolition / clearance / disposal work as follows:

- XIV. Compliance inspection, as necessary, to assure that the work is being completed in accordance with the contract and/or the local, state and federal regulations.
- XV. A final inspection to determine that the work has been completed in accordance with the demolition / clearance contract and/or local, state and federal regulations.
- XVI. An inspection after completion to determine the satisfactory completion of the project.

XIV. **TEMPORARY UTILITIES AND TEMPORARY RESTROOM:**

Bidder shall be responsible at his/her own cost for use of utilities necessary to complete demolition of structure

Bidder shall be responsible for renting a temporary restroom during the entire phase of the demolition project.

GENERAL QUESTIONNAIRE

**DEMOLITION OF CIVIC CENTER
PALESTINE, TEXAS IN ANDERSON COUNTY**

1. Identify the names of all Subs to be utilized in this bid. (Proof of insurance must be provided by all subs Prior to award of contract).

2. Identify all disposal sites i.e.: Landfills /recycle facilities to be utilized:
(all of these items must be disposed of safely and legally)

Concrete: Remove and leave at civic center site

Normal Construction Debris:

Date: _____

Signature

Title

Company Name

SAFETY RECORD QUESTIONNAIRE

(must be submitted with bid form)

The County may at its discretion disqualify any bidder which has had final orders entered by the Occupational Safety and Health Review Commission (OSHRC) against the bidder, or any firm or individual acting on its behalf, for serious violations of OSHA regulations within the past three years; and/or which has been, or has had any firm or individual acting on its behalf, convicted of a criminal offense within the past ten years which resulted in serious bodily injury or death.

QUESTION ONE

Has the bidder, or any firm or individual acting on behalf of the bidder, received citations for violations of OSHA within the past three years?

YES _____ NO _____

If the bidder has indicated YES for question number one above, the bidder shall provide to the Owner, with its bid submission, complete information regarding the date of citation, location of establishment inspected, category of citation, final disposition of citation, and penalty assessed.

QUESTION TWO

Has the bidder, or any firm or individual acting on behalf of the bidder, ever been convicted of a criminal offense which resulted in serious bodily injury or death?

YES _____ NO _____

If the bidder has indicated YES for question number two above, the bidder shall provide to the Owner, with its bid submission, complete information regarding the date of offense, County where offense occurred, type of offense, final disposition of offense, and penalty assessed.

I certify that I have made no willful misrepresentations in this Questionnaire nor have I withheld information in my statements and answers to questions, I am aware that the information given by me in this questionnaire will be investigated, with my full permission, and that any misrepresentations or omissions may cause my bid to be rejected.

Date: _____

Signature

Title

Company Name

LABOR LIABILITY/WAGE AND HOUR LAWS

Wage, Hour, and EEOC Laws

It is expected that the bidder will meet all state and federal wage and hour laws and EEOC requirements and laws: i.e.: to a) regular hours and pay, b) overtime hours and pay and c) minimum wage and all other legal requirements applicable. Non-compliance with such laws will be the responsibility of the bidder.

LABOR LIABILITY WAIVER

- (A) Vendor's Liability Insurance: The vendor shall carry Workers Compensation, Bodily Injury, and Property Damage Insurance as instructed by the County of Anderson. In the absence of requirements by the County, the contractor shall carry all the above in at least the minimum amounts required by the law.
(B) Property Insurance: The vendor shall purchase and maintain, throughout the duration of the contract, insurance of such types and in such amounts as may be necessary to protect the Vendor and the interests of the County against all hazards or risks of loss as hereinafter specified. The form and limits of such insurance, together with the insurer, shall be acceptable to the County. It shall be the responsibility of the Vendor to maintain adequate insurance coverage at all times. Failure to the Vendor to maintain adequate coverage shall not relieve the Vendor of any contractual responsibility of obligation. The owner shall be named jointly insured as well as the vendor.
(C) Insurance - Anderson County's Requirements: The vendor and his sureties shall indemnify and hold harmless the owner and its officials, agents, and employees from all suits actions or claims of any character, name and description brought for, or on account of, any injuries or damages received or sustained by any person or persons or property, by/from said contractor or his/her employees or by/in consequence of any negligence in safeguarding the work or by/on account of any claims or amounts recovered under the Worker's Compensation Laws or any other law, ordinance, order or decree.

As further and additional evidence of such indemnifications, the contractor and subcontractors shall furnish Certificates of Insurance providing that his interests are adequately covered by the following minimum requirements:

Worker's Compensation: Statutory Requirements

Automobile Liability:

Table with 2 columns: Description and Amount. Rows include Bodily Injury (Each person) at \$250,000.00, Bodily Injury (Each accident) at \$500,000.00, and Property Damage at \$100,000.00.

General Liability (Including Contractual Liability):

Table with 2 columns: Description and Amount. Rows include Bodily Injury (Per occurrence) at \$500,000.00, Bodily injury Aggregate at \$1,000,000.00, Property Damage (Per occurrence) at \$500,000.00, Property Damage Aggregate at \$1,000,000.00, Fire Damage at \$100,000.00, and Medical Expense (Anyone (1) person) at \$5,000.00.

Excess Liability:

Table with 2 columns: Description and Amount. Row includes Umbrella Form at Not Required.

- (D) Safety Requirements: It is expected that the bidder will meet all state and federal safety standards and laws that are in effect on the date of the bid for the item(s) that are being specified and the particular use for which they are meant.
(E) Acknowledgement: Bidder - please sign and date below and return with your quotation.

I hereby certify the vendor and his/her sureties are in full compliance with all the above listed requirements and shall indemnify and hold harmless the County of Anderson and its officials, agents, and employees from all suits, actions or claims of any character, name and description brought for, or on account of, any injuries or damages received or sustained by any person or persons or property, by/ from said vendor or his/her employees or by/in consequence of any negligence in safeguarding the work or violations of any federal and state wage and hour laws as well as EEOC laws, or by/on account of any claims or amounts recovered under the Worker's Compensation Laws or any other law, ordinance, order or decree.

Business Name _____ Signature _____ Date _____

BID FORM

**DEMOLITION AND REMOVAL OF CIVIC CENTER
IN ANDERSON COUNTY**

DEMOLITION, REMOVAL & CLEARING OF CIVIC CENTER IN ANDERSON COUNTY

This Bid is for: Complete Demolition and Removal of Civic Center located at 1819 W Spring St., Palestine, Tx.

- **Structure: CIVIC CENTER**
- **Property ID: 46564, Legal Description: A0723 Shipley, John Block 1243 Tract 7C & 7D**

Total bid price shall be all inclusive of any labor, heavy equipment, permits, disposal fees, temporary restroom and/or any other direct or indirect cost associated to fully demolish and clean up property.

➤ **STRUCTURE – CIVIC CENTER** **Total Bid Price to demolish & remove: \$ _____**

Same price in words: _____

Total cleanup completion date of all Items listed: _____ (Not to exceed 60 days)

The bid prices include all requirements listed in this bid and all costs to be incurred as set forth in the attached Specifications' Packet instructions. I have read all instructions and agree to comply with all the requirements.

BIDDER: _____ (print or type)

ADDRESS: _____

(City/State/Zip Code)

BIDDER'S SIGNATURE: _____

TELEPHONE NO. (_____) _____ DATE _____

**ADDENDUM
ACKNOWLEDGEMENT FORM**

DEMOLITION AND REMOVAL OF CIVIC CENTER IN ANDERSON COUNTY

Receipt of the following Addendum is acknowledged:
Failure to acknowledge an addendum may result in a Respondent being deemed non-responsive.

Addendum no. _____ Date: _____

Addendum no. _____ Date: _____

Addendum no. _____ Date: _____

Addendum no. _____ Date: _____

Signature: _____ Date: _____

Title _____

Name of Firm

THIS FORM MUST BE RETURNED WITH YOUR BID

Bid Title _____ **Bidders Name** _____ **Date:** _____

REFERENCES

Please list three (3) references of current customers who can verify the quality of service your company provides. The County prefers customers of similar size and scope of work to this Bid.

REFERENCE ONE

Government/Company Name: _____

Address: _____

Contact Person and Title: _____

Phone: _____ e-mail address: _____

Contract Period: _____ Scope of Work _____

REFERENCE TWO

Government/Company Name: _____

Address: _____

Contact Person and Title: _____

Phone: _____ e-mail address: _____

Contract Period: _____ Scope of Work _____

REFERENCE THREE

Government/Company Name: _____

Address: _____

Contact Person and Title: _____

Phone: _____ e-mail address: _____

Contract Period: _____ Scope of Work _____

THIS FORM MUST BE RETURNED WITH YOUR BID

STATE OF TEXAS
COUNTY OF ANDERSON

AFFIDAVIT

The undersigned certifies that the bid prices contained in this bid have been carefully checked and are submitted as correct and final and if bid is accepted (within 60 days), agrees to furnish any and/or all items upon which prices are offered, at the price(s) and upon the conditions contained in the Specifications.

BEFORE ME, the undersigned authority, A Notary Public in and for the State of _____, on this day personally appeared

_____ who, after having first been duly sworn, upon oath did depose and say;

That the foregoing bid submitted by _____

_____ hereinafter called "Bidder" is the duly authorized agent of said company and that the person signing said proposal has been duly authorized to execute the same. Bidder affirms that they are duly authorized to execute this contract, that this company, corporation, firm, partnership or individual has not prepared this bid in collusion with any other Bidder. The bidder is not a member of any trust, pool, or combination to control the price of products or services bid on, or to influence any person to bid or not to bid thereon. I further affirm that the bidder has not given, offered to give, nor intends to give, at any time hereafter, any economic opportunity, future employment, gift, loan, gratuity, special discounts, trip, favor, or service to a public servant in connection with the submitted Bid. The contents of this bid as to prices, terms or conditions of said bid have not been communicated by the undersigned nor by any employee or agent to any other person engaged in this type of business prior to the official opening of this bid.

Name and Address of Bidder:

Telephone number _____

Fax number _____

Signature

Name: _____

Title: _____

SWORN TO AND SUBSCRIBE BEFORE ME THIS _____ day of _____, 20_____.

Notary Public in and for County _____ State _____

THIS FORM MUST BE RETURNED WITH YOUR BID

NON-COLLUSION STATEMENT

ANDERSON COUNTY EXPRESSLY REQUESTS THAT BIDDERS NOT DISCUSS THIS ENGAGEMENT OR THIS BIDDER'S PLANS, EXPERIENCE OR CREDENTIALS WITH OTHER BIDDERS OR ANY MEMBER OF COMMISSIONERS' COURT, ANY COUNTY OFFICIAL, OR ANY EVALUATION COMMITTEE MEMBER APPOINTED BY COMMISSIONERS COURT. EXCLUDED ARE PRE-BID CONFERENCES, EVALUATION COMMITTEE SCHEDULED VENDOR PRESENTATIONS OR VENDOR INTERVIEWS, OR EVALUATION COMMITTEE SCHEDULED EQUIPMENT OR SERVICES DEMONSTRATIONS. YOU MAY CONTACT THE ASST. AUDITOR / PURCHASING DEPARTMENT AT ANY TIME.

FROM BID OPENING DATE THROUGH COMMISSIONERS COURT MEETING FOR SELECTION, VENDORS WILL NOT APPROACH THE COUNTY JUDGE OR COMMISSIONERS TO DISCUSS MATTERS PERTAINING TO THIS BID.

01. Has any individual with the firm submitting this Bid Response made any contact with any member of Commissioners Court, any County Official, or an Evaluation Committee member concerning this Invitation to Bid, other than questions to the Assistant County Auditor/Purchasing Officer?

02. Has any individual with the firm submitting this Bid/Response made any contact with any other Bidder concerning this Invitation to Bid?

Signature of person doing business with the governmental entity

Date

THIS FORM MUST BE RETURNED WITH YOUR BID

CONFLICT OF INTEREST QUESTIONNAIRE
For vendor doing business with local governmental entity

FORM CIQ

This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session.

This questionnaire is being filed in accordance with Chapter 176, Local Government Code, by a vendor who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the 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.

OFFICE USE ONLY

Date Received

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

2 **Check this box if you are filing an update to a previously filed questionnaire.** (The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date on which you became aware that the originally filed questionnaire was incomplete or inaccurate.)

3 Name of local government officer about whom the information is being disclosed.

Name of Officer

4 Describe each employment or other business relationship with the local government officer, or a family member of the officer, as described by Section 176.003(a)(2)(A). Also describe any family relationship with the local government officer. Complete subparts A and B for each employment or business relationship described. Attach additional pages to this Form CIQ as necessary.

A. Is the local government officer or a family member of the officer receiving or likely to receive taxable income, other than investment income, from the vendor?

Yes No

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 No

5 Describe each employment or business relationship that the vendor named in Section 1 maintains with a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership interest of one percent or more.

6 Check this box if the vendor has given the local government officer or a family member of the officer one or more gifts as described in Section 176.003(a)(2)(B), excluding gifts described in Section 176.003(a-1).

7

Signature of vendor doing business with the governmental entity

Date

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.

Local Government Code § 176.001(1-a): "Business relationship" means a connection between two or more parties based on commercial activity of one of the parties. The term does not include a connection based on:

- (A) a transaction that is subject to rate or fee regulation by a federal, state, or local governmental entity or an agency of a federal, state, or local governmental entity;
- (B) a transaction conducted at a price and subject to terms available to the public; or
- (C) a purchase or lease of goods or services from a person that is chartered by a state or federal agency and that is subject to regular examination by, and reporting to, that agency.

Local Government Code § 176.003(a)(2)(A) and (B):

(a) A local government officer shall file a conflicts disclosure statement with respect to a vendor if:

(2) the vendor:

(A) has an employment or other business relationship with the local government officer or a family member of the officer that results in the officer or family member receiving taxable income, other than investment income, that exceeds \$2,500 during the 12-month period preceding the date that the officer becomes aware that

- (i) a contract between the local governmental entity and vendor has been executed;
- or
- (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.



FORM 1295 CERTIFICATE OF INTERESTED PARTIES

RE: ANDERSON COUNTY BIDS, QUOTES, PROPOSALS, CONTRACTS/AGREEMENTS

Contractors are required to complete Form 1295 via the Texas Ethics Commission website. This requires registration, generation of Form 1295 with a unique Certificate Number & filing date, printing the form, and returning the form to Misty Ellison, Assistant County Auditor. Awards cannot be made without the completed filing of Form 1295.

FILING INSTRUCTIONS

Form 1295 can be generated via the Texas Ethics Commission web portal. The website and detailed instructions are located at:

<https://www.ethics.state.tx.us/filinginfo/1295/>

Please use **AC2026** as the identification number for question #3.

SUBMITTAL INSTRUCTIONS

Submit your completed & signed form with your bid, quote, proposal, contract/agreement package.

FAQ

Texas Ethics Commission Frequently asked questions: FAQ 1295 (state.tx.us)

Once the project has closed and has been awarded to the contractor by Commissioners Court, Anderson County Auditor's Office will then log-in to the Texas Ethics Commission portal and acknowledge receipt of the form.

Accordingly, a new filing must be completed for each awarded contract (new, amended, extended or renewed) requiring commissioners court approval.

Thank you for your prompt attention to this request. Please contact us with any questions.

CERTIFICATE OF INTERESTED PARTIES

FORM 1295

OFFICE USE ONLY

Complete Nos. 1 - 4 and 6 if there are interested parties.
 Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

1 Name of business entity filing form, and the city, state and country of the business entity's place of business.

2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.

3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.

4 Name of Interested Party	City, State, Country (place of business)	Nature of Interest (check applicable)	
		Controlling	Intermediary

5 Check only if there is **NO** Interested Party.

6 UNSWORN DECLARATION

My name is _____, and my date of birth is _____.

My address is _____, _____, _____, _____, _____.
(street) (city) (state) (zip code) (country)

I declare under penalty of perjury that the foregoing is true and correct.

Executed in _____ County, State of _____, on the _____ day of _____, 20____.
(month) (year)

 Signature of authorized agent of contracting business entity
 (Declarant)

ADD ADDITIONAL PAGES AS NECESSARY

Request for Taxpayer Identification Number and Certification

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

▶ Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type. See Specific Instructions on page 3.	<p>1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.</p>	
	<p>2 Business name/disregarded entity name, if different from above</p>	
	<p>3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.</p> <p><input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate</p> <p><input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____</p> <p>Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.</p> <p><input type="checkbox"/> Other (see instructions) ▶</p>	<p>4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):</p> <p>Exempt payee code (if any) _____</p> <p>Exemption from FATCA reporting code (if any) _____</p> <p style="font-size: small;">(Applies to accounts maintained outside the U.S.)</p>
	<p>5 Address (number, street, and apt. or suite no.) See instructions.</p>	<p>Requester's name and address (optional)</p>
	<p>6 City, state, and ZIP code</p>	
	<p>7 List account number(s) here (optional)</p>	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to act a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number									
				-			-		
or									
Employer identification number									
				-					

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person ▶	Date ▶
------------------	----------------------------	--------

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

Megan Lambright
Anderson County Auditor



703 N. Mallard St., Suite 110
Palestine, Texas 75801
Office: 903-723-7427
mlambright@co.anderson.tx.us

VENDOR CONTACT INFORMATION

Company Name/Individual Name

Contact Person

Remittance Address (if different from W-9)

City, State, Zip

Email

Phone

This completed form must be returned with your bid packet.

VENDOR CERTIFICATION STATEMENT

The undersigned hereby certifies that the BID/RFP has been read and understood. In submitting its response, _____ represents to Anderson County (*hereafter County*) that: (Company Name)

1. It is capable of providing the services as described in the BID/RFP;
2. The pricing being offered by the vendor for the services are true and correct;
3. Agrees, if awarded a contract, to abide by the terms and conditions of the resulting contract;
4. Pursuant to Government Code Chapter 2270, Subtitle F & Government Code Chapter 2252, the bidder/proposer hereby affirms they **do not** boycott Israel or invest in companies that boycott Israel and **does not** conduct business with Iran, Sudan, or a foreign terrorist organization;
5. Is not suspended or debarred from doing business with the federal government as listed at SAM.gov maintained by the General Services Administration;
6. Under Section 2155.004 and 2155.006, Texas Government Code, the vendor certifies that the individual or business entity named in this certification is not ineligible to receive a resulting contract and acknowledges that such contract may be terminated, and payment withheld if this certification is inaccurate;
7. Has not given, offered to give, nor intends to give at anytime hereafter any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor, or service to a public servant in connection with the submitted response;
8. Under section 2155.004(a), Texas Government Code, the Vendor has not received compensation for participation in the preparation of specifications for this solicitation; and
9. Neither they, nor anyone acting for them, have violated the antitrust laws of the United States or the State of Texas, nor communicated directly or indirectly to any competitor or any other person engaged in such line of business for the purpose of obtaining an unfair price advantage.

SIGN HERE

Signature of Officer or Agent empowered to contractually bind the Vendor

SIGN HERE

Print Name

Title/Position

Date

**ANDERSON COUNTY
CONTRACT SHEET**

THE STATE OF TEXAS
COUNTY OF ANDERSON

This memorandum of agreement made and entered into on the ____ day of _____ 2026, by and between Anderson County in the State of Texas (hereinafter designated County), acting herein by County Judge Carey McKinney, by virtue of an order of Anderson County Commissioners Court, and _____ (hereinafter designated Contractor).

(company name)

WITNESSETH:

The Contractor and the County agree that the Instructions to Respondents, Specifications/Statement of Work, Standard Terms & Conditions, and all other requirements herein for _____ as stated in the Competitive Sealed Proposal Package Checklist hereto attached and made a part hereof: together with the bond (when required), and shall constitute the full agreement and Contract between parties and for furnishing the items set out and described; the County agrees to pay the prices stipulated in the accepted offer.


It is further agreed that this Contract shall not become binding or effective until signed by the parties hereto and a purchase order authorizing the items desired has been issued.

Executed at Palestine, Texas this ____ day of _____ 2026.

By: _____
County Judge Signature

By: _____
Printed Name

By: _____ 
Signature of Contractor

By: _____ 
Printed Name and Title

THIS PAGE INTENTIONALLY LEFT BLANK