



WOOD COUNTY, TEXAS

INVITATION TO BID

PRE-OWNED TRACTOR WITH IMPLEMENTS FOR PRECINCT 4

FROM:

Wood County Commissioners Office.
213 W. Bermuda Street
P.O. Box 1704
Quitman, Texas 75783
(903) 760-1007

BID PACKAGE NO. # 2023-002

BID OPENING: 10:00 a.m.

August 18, 2023

Wood County Commissioners Office

Bids will be received at the Wood County Commissioners Office until the time and date of the bid opening shown above. Bids will be publicly opened and read aloud at that time in the Wood County Commissioners Office, 213 West Bermuda Street in Quitman, Texas.

The bids will be considered at the Wood County Commissioner's Court meeting scheduled for August 22, 2023 at 9 A.M. in the Commissioner's Courtroom, Wood County Courthouse, second floor, in Quitman, Texas.

Scope of Bids: Bids are solicited for furnishing used tractor with implements as set forth in this bid request in accordance with the following conditions:

Conditions:

1. Upon acceptance and approval by the Commissioners Court, bid effects a working contract between Wood County and the successful bidder for the period designated and will be signed by the County Judge of Wood County to indicate such acceptance and approval.
2. Bids must be received by the County Commissioners Office on or prior to the date and time specified above. The mere fact that a bid was dispatched will not be considered. The bidder must have the bid actually delivered.
3. Wood County reserves the right to accept or reject in part or in whole any bids submitted and to waive any technicalities for the best interest of the County.
4. Wood County shall not be responsible for any verbal communication between an

employee of the County and any potential bidder. Only written specifications and written price quotations will be considered.

5. Wood County reserves the right to reject any bid that does not fully respond to each specified item.
6. BIDDERS MUST INCLUDE W-9 EMPLOYER IDENTIFICATION NUMBER OR SOCIAL SECURITY NUMBER.
7. Bidder's sealed envelope must carry BIDDER'S NAME with the following NOTATION: "BID NO. 2023-002 OPENING: August 18, 2023, at 10:00 a.m."
8. Bids must be submitted as a complete set of this entire bid package and must be signed and notarized. ***Local Government Code 176 requires the Conflict-of-Interest Questionnaire to be completed by each potential vendor.*** Other material may be included with proposals as is deemed necessary by the bidder.
9. **Certificate of Interested Parties Form 1295 will need to be completed online. Instructions are included in this Bid Packet. Your ID# is 2023-002.**
10. Applicable warranties available should be furnished with the bids.
11. Should there be a change in ownership or management; the contract shall be canceled unless a mutual agreement is reached between the County and the new owner or manager to continue the contract with its present provisions and prices. This contract is non-transferable by either party.
12. Wood County may cancel this contract at any time for consistently unsatisfactory service from the Bidder provided a thirty-day written notice is given to the Bidder.
13. The bid award shall be based on, but not necessarily limited to, the following factors:
 - a. Price
 - b. Special needs and requirements of Wood County
 - c. Number of miles on the Equipment
 - d. General Condition of the Equipment
 - e. Adherence to the bid specifications
 - f. Delivery Date
 - g. Wood County's experience with products bid
14. Acceptance of merchandise, work, services, and/or equipment provided shall be made by Wood County at the discretion of the Commissioners Court when all terms and conditions of the contract and specifications have been met, including submission to Wood County of any and all documentation as may be required.
15. Wood County is exempt from all Federal Excise Tax and State and Local Sales Tax.
16. All invoices must be originals or certified copies of originals and are to be sent to the Wood County Auditor's Office, P.O. Box 389, Quitman, Texas 75783.

17. Payment to Bidder by Wood County will be in accordance with the Prompt Payment Act.
18. Specifications must reference name brands and model numbers. It is not the intent of Wood County to limit or restrict bids but to establish the desired quality level of merchandise.
19. Bidder may offer comparable items and the burden of proof rests with them. Wood County shall act as sole judge in determining equality and acceptability of items offered.
20. Wood County will award the bid and contract to one Bidder and reserves the right to award alternate contracts as deemed necessary.
21. Prices are to be shown FOB Wood County Road and Bridge Precinct # 4, Winnsboro, Texas during regular business hours and during regular business days unless otherwise shown in the specifications. Delivery must be coordinated with Pct. #4 Commissioner Russell Acker.

Contract Fulfillment:

Only the Commissioners Court of Wood County, by law, can award any contract or agreement before it becomes binding on Wood County.

Officials and department heads are NOT authorized to sign any kind of supplemental or binding purchases related to this bid, nor any lease or rental agreements for goods or services for Wood County.

Binding agreements shall remain in effect until all products and/or services covered by this purchase have been satisfactorily delivered and accepted.

If this contract is intended to cover a specific time period, said time period will be noted in the specifications. If bid and/or performance bonds are required, such will be stated in the specifications.

Attached and made parts of this bid and/or contract are the following:

SPECIFICATIONS	Page 5
BID FORM	Page 6
BID AFFIDAVIT	Page 7
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CERTIFICATE OF INTERESTED PARTIES FORM 1295	Page 11
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**WOOD COUNTY, TEXAS
SPECIFICATIONS**

PRODUCT DESCRIPTION – Clean, Pre-Owned Used Tractor with Implements

MINIMUM SPECIFICATIONS:

Tractor

2010 or newer year model Tractor

Engine – 80 horsepower or larger

2 or 4 WD

Cab Air Conditioning

Less than 2,000 hours

With Front-end loader

Tractor must be clean and in good or better physical condition

Additional Implements to be considered:

Shredder

Please submit a description with pictures and location for inspection along with the bid

Delivery:

Delivery must be made within 30 days of the execution of the Bid Affidavit

Questions regarding these specifications should be directed to the Precinct 4 Wood County Commissioner at 903-850-3204.

Location to be Inspected _____

Historical Usage _____

Number of Prior Owners _____

Other Disclosures/Descriptions _____

Price for Pre-Owned Tractor \$ _____

Price for Implements \$ _____

Total Price for Pre-Owned Tractor and Implements \$ _____

NOTE: It shall be cause for disqualification for any bid not submitted on the above Bid Form. Please give special attention to Conditions 7, 8, and 9 on page 2 for other submittal requirements.

To be completed upon award

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APPROVAL AND ACCEPTANCE BY WOOD COUNTY, TEXAS

Wood County, Texas signing by and through its County Judge; Kevin White has authorized the execution of this contract Bid# 2023-001 for the purchase of a Used Tractor with implements for Road and Bridge Precinct # 4 by order of the Wood County Commissioners Court on the ___ day of _____, 2023.

Kevin White, County Judge

Texas Government Code Chapter 2270.

The County is prohibited from contracting with any “company”, for goods and services unless the following verification is included in this contract.

If CONTRACTOR qualifies as a “company”, then CONTRACTOR verifies that it:

- (a) does not “boycott Israel”; and
- (b) will not “boycott Israel” during the term of this contract.

For the purposes of this Section only, the terms “company” and “boycott Israel” have the meaning assigned by Texas Government Code Section 2270.001. CONTRACTOR’s obligations under this Section, if any exist, will automatically cease or be reduced to the extent that the requirements of Texas Government Code Chapter 2270 are subsequently repealed, reduced, or declared unenforceable or invalid in whole or in part by any court or tribunal of competent jurisdiction or by the Texas Attorney General, without any further impact on the validity or continuity of this contract.

If the Bidder cannot affirmatively swear and subscribe to the foregoing statements, the Bidder shall provide a detailed written explanation in the space provided below or, as necessary, on separate pages to be annexed hereto.

Signature: _____ Date: _____

Printed Name: _____

Title: _____

Firm/Entity: _____

Subscribed and sworn to before me this _____ day of _____, 20__.

CERTIFICATION OF ELIGIBILITY
(This provision applies if the anticipated contract exceeds \$25,000)

By submitting a bid or proposal in response to this solicitation, the bidder/proposer certifies that at the time of submission, he/she is not on the Federal Government's list of suspended, ineligible, or debarred contractors.

In the event of placement on the list between the time of bid/proposal submission and time of award, the bidder/proposer will notify the Wood County Purchasing Agent. Failure to do so may result in terminating this contract for default.

Authorized Signature

This Form Must Be Original Copy Returned With Bid.

Form 1295 Certificate of Interested Parties

What is House Bill 1295 ("HB 1295")?

- The 84th Texas Legislature recently passed HB 1295, which enacted Section 2252.908, Texas Government Code. This new law prohibits a governmental entity or state agency from entering into certain contracts with a business entity unless the business entity first submits a disclosure of interested parties.

To whom does HB 1295 apply?

- All "business entities" (sole proprietorship, partnership or corporation, regardless if it is for profit or a nonprofit entity) that enter into a contract with a "governmental entity" (city, county, public school district, or special purpose district or authority).

To what contracts does HB 1295 apply?

- All contracts entered into on or after January 1, 2016, that (i) require an action or vote by the governing body of the governmental entity, and (ii) has a value in excess of \$1 million.
- It does NOT apply to contracts where (i) the governing body has legal authority to delegate to its staff the authority to execute the contract; (ii) the governing body has delegated to its staff the authority to execute the contract; and (iii) the governing body does not participate in the selection of the business entity with which the contract is entered into.

Note: "Contract" includes an amended, extended, or renewed contract.

How does a business entity comply with HB 1295?

The Texas Ethics Commission ("TEC") has developed the following prescribed procedures:

1. First, the business entity accesses the TEC website at <https://www.ethics.state.tx.us/File/> and completes a Form 1295 online, making all necessary disclosures required by HB 1295. (Business entities will need to create an account the first time they log in to the TEC system.) Business entities MUST complete Form 1295 online.
2. Upon completing the form, the TEC website will generate a PDF version of the business entity's Form 1295; including creating a unique "Certificate Number" that is stamped in the upper right-hand corner of the form.
3. Then, the business entity executes a hard copy of the form and submits it to the governmental entity on or before the award of the contract.

Specific guidance on what information business entities must disclose, as well as more information about completing Form 1295, may be found on the Texas Ethics Commission website at https://www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm

NOTICE: The information contained on this form is being provided for informational purposes only, and should not be construed as legal advice on any subject matter.

Original copy of Form 1295 must be returned after award of bid.

Your HB1295 ID# is 2023-002

CONFLICT OF INTEREST QUESTIONNAIRE

FORM CIQ

For vendor or other person doing business with local governmental entity

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.

OFFICE USE ONLY

Date Received

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

Adopted 06/29/2007

VDB#

Request for Taxpayer Identification Number and Certification

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

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification; check only one of the following seven boxes:
 Individual/sole proprietor or single-member LLC
 Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____
 Note. For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner.
 Other (see instructions) ▶ _____
 C Corporation
 S Corporation
 Partnership
 Trust/estate

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):
 Exempt payee code (if any) _____
 Exemption from FATCA reporting code (if any) _____
(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) _____
 Requester's name and address (optional) _____

6 City, state, and ZIP code _____

7 List account number(s) here (optional) _____

Print or type
See Specific instructions on page 2.

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 Part I Instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.

Social security number										
			-				-			
or										
Employer identification number										

Part II Certification

Under penalties of perjury, I certify that:

- 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
- 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
- I am a U.S. citizen or other U.S. person (defined below); and
- 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 on page 3.

Sign Here	Signature of U.S. person ▶ _____	Date ▶ _____
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.
 Future developments. Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at www.irs.gov/w9.

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?* on page 2.

- By signing the filled-out form, you:
- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
 - Certify that you are not subject to backup withholding, or
 - Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
 - Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting?* on page 2 for further information.