

**INVITATION FOR BIDS**

**CITY OF CONROE BID #0907V-2023  
2023-2024  
LIGHT VEHICLES**



**CITY OF CONROE  
P.O. BOX 3066  
CONROE, TEXAS 77305**

**RESPONSES DUE SEPTEMBER 7, 2023**

**CITY OF CONROE PURCHASING DEPARTMENT**

## NOTICE TO BIDDERS

The City of Conroe will receive sealed bids electronically through Vendor Registry or in duplicate for New Vehicles. The proposals shall be appropriately marked “**Bid # 0907V-2023 City of Conroe Light Vehicles**” and delivered to the City Secretary 300 West Davis, 3<sup>rd</sup> Floor, Conroe Texas 77301. Bids will be publicly opened and read on **Thursday, September 7, 2023, at 2:00 p.m.** in the 1st Floor Council Chambers at City Hall (300 West Davis).

Specifications and bidding documents may be secured from [www.cityofconroe.org](http://www.cityofconroe.org), departments, purchasing, Vendor Registry.

No proposal may in any way qualify, modify, substitute or change any part of the specifications contained herein.

The City of Conroe reserves the right to reject any and all offers, award parts of bids, award to multiple vendors and to waive informalities in submission of bids. The City of Conroe also reserves the right to award this proposal to the lowest most qualified responsible bidder meeting all the specifications or to the bidder who provides goods or services at the best value for the City.

CC: 8/21/23 &8/28/23

**CITY OF CONROE, TEXAS**

## CITY OF CONROE

### 1. **Preparation of Bids:**

Unless otherwise directed in the Notice to Bidders, submit bids electronically through Vendor Registry or *in duplicate* on the prescribed forms or copies thereof, in a sealed envelope marked “**Bid # 0907V-2023 City of Conroe Light Vehicles**”. Prepare bids in accordance with the requirements of the Notice to Bidders, and any instructions on the Bid Sheet.

### 2. **Questions and Inquiries:**

All questions should be asked through Vendor Registry

Purchasing or submittal questions:

Ask all questions through Vendor Registry

### 3. **Submission of Bids:**

Electronic Submissions or Two (2) copies of each proposal shall be **CLEARLY MARKED** “**Bid # 0907V-2023 City of Conroe Light Vehicles**” and submitted by mail or in person to the address below by the time and date set fourth. Responses received later than the due date will not be accepted, and returned unopened.

Due Date: **September 7, 2023 @ 2:00 PM**

Physical: City of Conroe  
Soco Gorjon, City Secretary  
300 West Davis St.  
Conroe, TX. 77305

### 4. **Bid Evaluation and Award:**

The bid award will be made on the basis of *Texas Local Government Code Section 252.043*. This section allows the City of Conroe to develop and apply award evaluation criteria for procurement in order to obtain goods or services that provide the **best value** to the City. Under these guidelines, a vendor is not automatically awarded a bid simply because they submit the lowest bid response. In the event that the selected bidder fails to enter into agreement to provide the goods or services which are the subject of this invitation the City retains the right to award the bid to the next qualified bidder.

### 5. **Reservations:**

All Bids and associated materials received with your response will become the property of the City of Conroe and will be returned at the discretion of the City.

The Laws of the State of Texas, County of Montgomery, and the City of Conroe, with any Rules and Regulations issued, prevail with regard to any contract documents, possible terms and conditions, arbitration or litigation.

**6. Owner:**

The City reserves the right to award parts of bids, reject any or all bids and to waive technical irregularities in bidding. Contract award will be made on the basis of the lowest qualified responsible bidder or the bidder who provides the goods and services at the best value for the City, considering the evaluation selection criteria below. No bid may be withdrawn before 90 days after submittal.

***Best Value Selection Criteria:***

- |  |         |
|--|---------|
| a) Purchase price.                                     | 30 Pts. |
| b) Meets all bid specifications.                       | 20 Pts. |
| c) Bidder's principle place of business (§271.905).    | 5 Pts.  |
| d) Compatibility with the Cities existing Equipment.   | 10 Pts. |
| e) Cities past history / experience with Manufacturer. | 5 Pts.  |
| f) Best delivery.                                      | 30 Pts. |

**7. Bidders:**

Should a Bidder discover a discrepancy or an omission in the plans or specifications, he should at once notify the Purchasing Department so that an addendum can be issued. No oral explanation or interpretation other than written addendum issued by the City will be considered official or binding. All such addendums shall become part of the contract documents and all bidders shall be bound by such addenda, whether or not received by the bidders.

**8. Communications:**

The City of Conroe shall not be responsible for any verbal communication between any representative of the City and any potential firm. All modifications to this solicitation must be made in writing. A proposer's failure to examine relevant documents or specifications will not relieve proposer from any obligation with regard to their response to this invitation.

**9. Substitutions:**

Where services or equipment are specified by a trade or brand name, it is not the intention of the City to discriminate against an equal product of another manufacturer, but to set a definite standard of quality or performance, and to establish an equal basis for the evaluation of bids. In preparing his bid, each bidder is expected to include in his base bid the cost of the items so specified.

**10. Default:**

The City reserves the right to terminate the contract immediately for failure to meet delivery or completion schedules, or otherwise perform in accordance with the general conditions of this proposal.

**11. References:**

The City of Conroe may request bidders to supply, with this Invitation to Bid, a list of at least five (5) references where like services have been supplied by their firm. Include name of firm, contact person, address, telephone number and e-mail address.

**12. Delivery of Bids:**

It is the bidder's responsibility to deliver his proposal at the proper time to the proper place. The fact that a proposal was dispatched will not be considered. The bidder must have the proposal actually delivered before the time set and the start of opening of the bids. Any bids received after the time and date specified in the Notice to Bidders will be returned unopened.

**13. Corrections:**

Erasures or other corrections in the proposal must be noted over with the proposer's initials.

**14. Materials and Services:**

The Bidder warrants that goods, materials or services delivered to the City will meet the minimum specifications set forth therein. Bidder shall furnish all data pertinent to specifications and warranties, which apply to items in the bid.

**15. Equal Employment Opportunity:**

Attention is called to the requirements for ensuring that employees and applicants for employment are not discriminated against because of their age, race, color, creed, sex or national origin.

**16. Price of Materials and Sales Tax:**

Prices for all goods or services shall remain firm for the duration of this contract and shall be stated on the bid sheet. Prices shall be all inclusive. Any price not shown on the bid sheet will not be honored by invoice. No price changes, additions or subsequent qualifications will be honored during the course of this contract. All prices must be written in ink or typewritten. Transportation, freight or other charges are to be prepaid by the bidder and included in the bid price. If there are additional charges of any kind, other than those mentioned above, specified or unspecified, Bidder must indicate both items required and attendant cost or forfeit the right to payment. Invoices must be submitted by the vendor in duplicate to the City of Conroe Purchasing Dept., P.O. Box 3066, Conroe TX 77305.

This Contract is issued by an organization, which qualifies for exemption pursuant to the provisions of Article 20.04 (F) of the Texas Limited Sales, Excise and Use Tax Act.

**17. Indemnification:**

The Proposer shall, defend, indemnify, and hold harmless the City of Conroe, their officers, and agents from and against any and all claims, demands, causes of action, orders, decrees, or judgments for injury, death, damage to person or property, loss, damage, or liability of any kind (including without limitation liability under any federal, state, or local environmental law, Compensation and Liability Act; fees and costs (including all costs or settlements and reasonable attorney's fees incurred in defending

any claim, demand, or cause of action) occasioned by, growing out of, or arising from (a) the performance of any product or service to be supplied by the Proposer, or (b) by any act, error or omission on the part of the Proposer, its agents, employees, or subcontractors, and or (c) any failure to fully comply with all applicable laws and regulations by the Proposer, its agents, employees, or subcontractors.

**18. Conditions of Conduct:**

At all times any agent, officer, or employee of Proposer shall be present upon property owned by the City of Conroe, the terms and conditions of the Drug and Alcohol Policy currently adopted by the City of Conroe, shall be deemed applicable to such persons. Violations of terms and conditions while present on the premises owned by the City of Conroe shall be grounds for termination of any contract between the City and Proposer. A copy of this policy is available for public inspection in the office of the City Secretary and copies may be obtained at a nominal charge.

**19. Ethical Standard: THESE FORMS MUST BE COMPLETED WITH YOUR BID RESPONSE**

No City official or employee shall have interest in any contract resulting from this bid. Individuals with a possible conflict will enact a public disclosure record by completing a "Statement of Financial Interest" form.

Refer to "Project Number and Title" **on the 1295 form. Example forms are included with this Bid.**

- **1295 certificate of Interested Parties (Must be completed on the Texas Ethics Commission Website electronically)**
- **Conflict of Interest Questionnaire**
- **HB 89 Verification Form**
- **SB 19 Verification Form**
- **SB13 Verification Form**
- **SB 252 Verification Form – Enter your company name and bid title, Purchasing will validate the form.**

**The forms stated above MUST be returned as part of your Bid response. Failure to include these forms may result in your Bid being considered unresponsive and therefor disqualified. Sample copies of these forms are included in the Bid. The web address to the Texas Ethics Commission website with instructions is listed below:**  
(Sample Forms are attached)

[https://www.ethics.state.tx.us/whatsnew/elf\\_info\\_form1295.htm](https://www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm)

**20. Alternate Bid Items:**

No alternate bids or bid items will be considered unless they are specifically requested by the bid.

**21. Unit Prices:**

The unit price of each of the bid items in the bid proposal shall include it pro-rata share of overhead so that the sum of the products obtained by multiplying the quantity shown for each item by the unit price bid represents the total bid. Any bid not conforming to the condition may be rejected. The unit prices will be used to determine the amount of any change orders resulting from an increase or decrease in quantities.

**22. Payment:**

Payment will be scheduled within thirty (30) days upon complete delivery and acceptance of all equipment/material and receipt of an original invoice for the equipment/material complying with the terms and conditions of the award. The City reserves the right to withhold up to ten percent (10%) of the purchase price in the event there is a conditional acceptance.

**23. Proposal Agreements and Certification:**

**The Undersigned Agrees That:**

- A. No Federal, State, County or Municipal taxes have been included in the quoted prices and none will be added.
- B. Prices in this proposal have not knowingly been disclosed with any other provider and will not be prior to award.
- C. Prices in this proposal have been arrived at independently, without consultation, communication or agreement for the purpose of restricting competition.
- D. No attempt has been made nor will be to induce any other person or firm to submit a proposal for the purpose of restricting competition.
- E. The individual signing this proposal certifies that he/she is a legal agent of the proposer, authorized to represent the proposer and is legally responsible for the offer with regard to supporting documentation and prices provided.

**By my signature below I agree to comply with all the provisions, terms and conditions pertaining to this Bid.**

\_\_\_\_\_  
(Company Name)

\_\_\_\_\_  
(Name of Authorized Agent – Printed)

\_\_\_\_\_  
(Street Address / P.O. Box)

\_\_\_\_\_  
(Authorized Agent Signature)

\_\_\_\_\_  
(City / State / Zip Code)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Phone)

\_\_\_\_\_  
(E-Mail Address)

**2023-2024 VEHICLE BID PRICING SHEET**

ITEM NO.	QTY.	<u>DESCRIPTION</u>	UNIT PRICE	TOTAL	BEST DELIVERY DATE
1	21 Or more	<b>2023-2024 Full Size Chevrolet Tahoe Police Package SUV as per Specification 1-1203-PD</b> <b>Spec 1-1203-PD.</b> <b>Model: _____ Year _____</b>	\$	\$	
2	3 Or More	<b>2023-2024 Traverse or manufacturers equal as specified in Spec 2-1201-1204-PD</b> <b>Spec 2-1201-1204-PD (1612, 1444, 1445)</b> <b>Model: _____ Year _____</b>	\$	\$	
3A	1 Or more	<b>2023 2024 F350/3500 4x2, Crew Cab and Utility Body or Manufacturers Equal as per spec 3-1202-PD</b> <b>Spec 3-1202-PD (1617)</b> <b>Model: _____ Year: _____</b>	\$	\$	
3B	1 Or more	<b>2023 2024 F350/3500 4x2, Extended Cab and Utility Body or Manufacturers Equal as per spec 3-1202-PD</b> <b>Spec 3-1202-PD (1617)</b> <b>Model: _____ Year: _____</b>	\$	\$	
4A	1 Or More	<b>2023-2024 F150/1500 ½ Ton Crew Cab Truck or Manufacturers Equal as per Spec 4-2881-WWTP (0836)</b> <b>Spec 4-2881-WWTP (0836)</b> <b>Model: _____ Year: _____</b>	\$	\$	
4B	1 Or More	<b>2023-2024 F150/1500 ½ Ton Extended Cab Truck or Manufacturers Equal as per Spec 4-2881-WWTP (0836)</b> <b>Spec 4-2881-WWTP (0836)</b> <b>Model: _____ Year: _____</b>			

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



ITEM NO.	QTY.	DESCRIPTION	UNIT PRICE	TOTAL	BEST DELIVERY DATE
5A	1 Or more	<b>2023-2024 3500, F350/3500 or Manufacturers Equal - Long Wheel Base One Ton Truck Crew Cab and Chassis Truck as per spec 5-1206-PD</b>  Spec 5-1206-PD (1520)  Model: _____ Year: _____	\$	\$	
5B	1 Or More	<b>2023-2024 3500, F350 or Manufacturers Equal - Long Wheel Base One Ton Truck Extended Cab and Chassis Truck as per spec 5-1206-PD</b>  Spec 5-1206-PD (1520)  Model: _____ Year: _____	\$	\$	
6	1 Or More	<b>2023-2024 F150/ 1500 ½ Ton 4x4 Crew Cab Truck as per Specification 6-1300-FD</b>  Spec 6-1300-FD (1629)  Model: _____ Year _____	\$	\$	
7	1 Or More	<b>2023-2024 F250/2500 ¾ Ton 2 Wheel Drive Regular Cab Truck Spec 7-1450-Parks</b>  Spec 7-1450-Parks (1304)  Model: _____ Year _____	\$	\$	
8	1 Or more	<b>2023 2024 F150/1500 ½ Ton 2 Wheel Drive Crew Cab Truck or Manufacturers Equal as per spec 8-1450-Parks (1720)</b>  Spec 8-1450-Parks (1720)  Model: _____ Year: _____	\$	\$	
9	1 Or More	<b>2023-2024 Mid Size Sedan, Chevy Malibu or Manufacturers equal as per spec 9-5200-Fleet (1325)</b> Spec 9-5200-Fleet (1325)  Model: _____ Year: _____	\$	\$	

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

ITEM NO.	QTY.	<u>DESCRIPTION</u>	UNIT PRICE	TOTAL	BEST DELIVERY DATE
10A	1 Or More	2023-2024 F150/1500 ½ Ton <b>Crew Cab</b> 4x4 Truck or Manufacturers Equal as per Spec 10-2883-PW (1225) Spec 10-2883-PW (1225) Model: _____ Year: _____			
10B	1 Or More	2023-2024 F150/1500 ½ <b>Extended Cab</b> 4x4 Truck or Manufacturers Equal as per Spec 10-2883-PW (1225) Spec 10-2883-PW (1225) Model: _____ Year: _____			

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



**CITY OF CONROE  
PURCHASING DEPARTMENT  
MINIMUM SPECIFICATIONS**

**Police Package Pursuit SUVs**

**SUV SPECIFICATION 1-1203-PD**

**Year:** 2023-2024

**Model:** Typical PPV Tahoe Police Package Vehicle w/ All Standard Equipment (Rear Wheel Drive)

**GVWR:** 7200 lbs C5Z

**Emissions:** As Required by Federal / Texas Standards – FE9

**Engine:** 5.3L EcoTec3 V8 w/ Active Fuel Management L83

**Trans:** 10 Speed Auto MQC

**Axle:** 3.23 Ratio GU5

**Body Color:** White – With Custom Blue over white per COC color scheme.

**Seats:** Front: Bucket Cloth - no Center Console  
Rear: Cloth Bench

**Seat Color:** Dark Gray

**Tires:** 20” Standard Full Size

**SELECTED OPTIONS**

**Drivers Door Lock Auto Lock Override - BCB**

**Auxiliary 700 Amp Battery – K5S**

**Heavy Duty Floor Covering – Vinyl**

**All Cars Keyed Common – 6E2**

**2 Keys with 4 Extra Cut Keys With Integrated Remote Keyless Entry (Total 6 keys)**

**Drivers Side Spot Lamp –7X3**

**Full Size Spare Tire –**

**Bluetooth Phone Capability / Steering wheel access to radio & phone**

**The paint color is PPG13599 for the blue.**

➤ **Option to purchase with no back seat**

CITY OF CONROE  
PD ADMINISTRATION  
 MINIMUM SPECIFICATIONS

NEW CHEVROLET TRAVERSE (OR MANUFACTURER’S EQUAL) SUV  
 MINIMUM SPECIFICATIONS

**PD SUV SPECIFICATION 2-1201-1204-PD (1612, 1444 & 1445)**

Typical Model: 2023-2024 Traverse or manufacturers equal, 4 Doors  
 Engine: 3.6 L  
 Transmission: V6 Automatic with Overdrive  
 Wheelbase: 118 inches  
 Gauges: Fuel, Water Temperature, Oil Pressure, Volt Meter, Hour Meter, Tachometer  
 Fuel Tank: Standard  
 Keyless Entry System w/ Remote and Remote Start  
 Tires: Tires P245/70RI 7 – P265/60TR18 All Season Blackwall and Full Spare  
 Color: Exterior –Summit White Interior: List options

Seating: Front - Bucket with Center Console, Back Bench and 3<sup>rd</sup> Row Bench  
 Flooring: Standard w/ All Weather Cargo Mats

Standard / Preferred		
Tilt Steering	4 Wheel Disk Brakes	Deep Tinted Rear Windows
Cruise Control	Tire Pressure Monitor	Power Drivers Seat
Power Steering/Brakes	Battery Run Down Protection	Full Airbags, Head Side Curtains
Air Conditioning	Monitor	Power Window, Locks, Mirrors
Center Floor Console	Daytime Running Lights	Rear Window Defogger
Stabilitrack Traction Control	AM/FM Sterio	Body Color Side Moldings

Factory Warranty: Years \_\_\_\_\_ Miles \_\_\_\_\_ (Bumper to Bumper)

Extended Warranty: Years \_\_\_\_\_ Miles \_\_\_\_\_ Extended Warranty Cost \$ \_\_\_\_\_

CITY OF CONROE  
FLEET SERVICES  
MINIMUM STANDARD SPECIFICATIONS

CREW CAB AND CHASSIS, V8 DIESEL, 4X2

**TRUCK SPECIFICATIONS 3-1202-PD (1617)**

Typical Model: C-3500 or F-350 with Trailer Towing Package and 7-Wire Harness  
Cab: Crew  
Wheelbase: Minimum 145  
Engine: 6.0 Liter V-8 or Equivalent Diesel  
Transmission: 5 Speed Heavy Duty Automatic with Transmission Oil Cooler  
Gauges: Fuel, Water Temperature, Oil Pressure, Volt Meter, Hour Meter  
Fuel Tank: Standard.  
Wheels/Tires: 19.5" Steel, 225/70R19.5 A/S Tires  
Axle: 4.30 Ratio Limited Slip  
Single Rear Wheels  
Power Steering  
Power Brakes with Rear Anti-Lock Brake System  
Chrome Front Bumper  
Full View Mirrors  
Seats: 40/20/40  
Color: Exterior – White  
Interior – State Color available \_\_\_\_\_  
Flooring: Heavy Duty Vinyl  
Rear Bed Camera  
Tinted Glass  
Spot Light Mounted on Driver Door  
Factory Air Conditioning  
AM/FM Stereo with Clock  
Full Size Spare Tire  
Valid State Inspection Certificate

**SPECIFICATIONS ON UTILITY BED Typical Model: Knapheide Standard Service body – 6108-2-M or Comparable Steel Shell Body**

To include: Knapheide Steel Service Body Install Kit, LED Stop/Turn Signal Light Kit, Knapheide Master Locking System, Knapheide 78" W Galva Grip Rear Bumper With Hitch Recess, Factory Whit Paint, Relocate Backup Camera and Sensors, Paint touchup if needed

Truck Cost: \_\_\_\_\_

Utility Bed Cost: \_\_\_\_\_

Total Unit Cost: \_\_\_\_\_

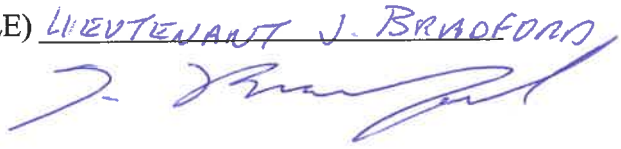
REPLACING UNIT#: 1617

DEPT# UNIT WILL BE IN: 1202

DATE SPEC.UPDATED: KC 8/7/23

SPEC. APPROVED BY (NAME AND TITLE) LIEUTENANT J. BRADFORD

DATE: 08-16-23



CITY OF CONROE  
MINIMUM SPECIFICATIONS  
1/2 TON TRUCK  
FULL SIZE – CREW CAB

**TRUCK SPECIFICATIONS PW 4-2881-0863**

Typical Model:	C-1500 or F-150 with Trailer Towing Package w/ 7-Wire Harness
Cab:	Crew Cab
Bed:	Fleet Side
Engine:	5.3 Liter V-8 ( <i>Low Emissions</i> ) or Equivalent E.F.I.
Transmission:	6 Speed Automatic with Overdrive
GVWR:	6,900 LBS Minimum
Wheel Base:	156” Minimum – 6’ Bed
Battery:	Maintenance Free w/Saver
Gauges:	Fuel, Water Temperature, Oil Pressure, Volt Meter, Hour Meter
Fuel Tank:	26 Gal.
Wheels/Tires:	17” Aluminum, 255/70R17A/T Tires
Axle:	3.23 Ratio Limited Slip
Power Package:	Power Steering & Locks w/Keyless Entry Power Windows, Tilt & Cruise
Power Windows	Tinted
Power Brakes	4-Wheel Disc Anti-Lock Brake System
Bumpers:	Chrome Front & Rear
Mirrors:	Full View
Color:	Exterior -White
Interior	Black or Gray Cloth
Seating:	Cloth Split Bench Seat 40 / 20 / 40
Flooring:	Vinyl to Match Interior with Floor Mats
Factory Air Conditioning	
AM/FM Stereo, with Blue Tooth	
Full Size Spare Tire	



Spray In Bed Liner

Valid State Inspection Certificate

Factory Warranty: Years \_\_\_\_\_ Miles \_\_\_\_\_ (Bumper to Bumper

Extended Warranty: Years \_\_\_\_\_ Miles \_\_\_\_\_ Extended Warranty Cost \$ \_\_\_\_\_

REPLACING UNIT #: 836\_\_\_\_\_

DEPT # UNIT WILL BE IN: 2881\_\_\_\_\_

DATE SPEC. UPDATED: 8/15/2023\_\_\_\_\_

SPEC. APPROVED BY (DEPT): 2881/Steven Huhn\_\_\_\_\_

SPEC. APPROVED BY (FLEET): \_\_\_\_\_

SPEC. APPROVED BY (DIRECTOR): \_\_\_\_\_

CITY OF CONROE  
FLEET SERVICES  
STANDARD SPECIFICATIONS

EXTENDED CAB, 1 TON, LWB, SINGLE REAR WHEEL, CAB & CHASSIS

**TRUCK SPECIFICATIONS 5-1206-PD (1520)**

Typical Model: C-3500 or F-350 with Trailer Towing Package and 7-Wire Harness

Cab: Double

Engine: 6.0 Liter V-8 or Equivalent Diesel

Transmission: 5 Speed Heavy Duty Automatic with Transmission Oil Cooler

Gauges: Fuel, Water Temperature, Oil Pressure, Volt Meter, Hour Meter

Fuel Tank: Standard.

Wheels/Tires: 19.5" Steel, 225/70R19.5 A/S Tires

Axle: 4.30 Ratio Limited Slip

Single Rear Wheels

Power Steering

Power Brakes with Rear Anti-Lock Brake System

Chrome Front Bumper

Full View Mirrors

Color: Exterior – White

Interior – State Color available \_\_\_\_\_

Flooring: Heavy Duty Vinyl

Rear Bed Camera

Tinted Glass

Spot Light Mounted on Driver Door

Factory Air Conditioning

AM/FM Stereo with Clock

Full Size Spare Tire

Valid State Inspection Certificate

**CITY OF CONROE**  
**MINIMUM SPECIFICATIONS**  
**SHORT WHEEL BASE 1/2 TON TRUCK 4 WHEEL DRIVE**  
**FULL SIZE – CREW CAB TRUCKS**

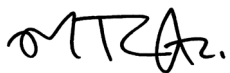
**TRUCK SPECIFICATIONS – FD 1300-1629**

Typical: C-1500, F-150 Class III Hitch w/ Trailer Towing Package & 7-Wire Harness  
Cab: Crew Cab (4-full size doors) (4X4)  
Bed: Typical Fleetside / Styleside  
Engine: 3.3 Liter V-6 (*Low Emissions*) or Equivalent E.F.I.  
Transmission: 10 Speed Automatic with Overdrive  
GVWR: 6,800 lbs. Minimum  
Wheel Base: 143.5” – 6’ Bed  
Battery: Maintenance Free w/Saver  
Gauges: Fuel, Water Temperature, Oil, Volt Meter, Hour Meter  
Fuel Tank: 26 gal.  
Wheels / Tires: 17” Steel, 235/70R17A/T  
Axle Ratio: 3.73 Limited Slip  
Power Package: Power Steering & Locks w/Keyless Entry, Tilt & Cruise, Windows  
Power Brakes with 4-Wheel Anti-Lock Brake System  
Bumpers: Chrome Front and Rear  
Mirrors: Full View Mirrors  
Color: Exterior - White  
Interior - Blue or Gray Cloth  
Seating: Standard Cloth Split Bench 40 / 20 / 40  
Flooring: Rubber Floor with Floor Mats

Additions:

Bluetooth pairing for mobile phone  
Backup camera  
Tinted Glass

Electronic Trailer Brakes  
Factory Air Conditioning  
AM - FM Stereo.  
Full Size Spare Tire  
Spray In Bed Liner  
Skid Plates  
Valid State Inspection Certificate

Spec approved by :   
Date: 8/7/2023

CITY OF CONROE – PARKS OPERATIONS  
MINIMUM SPECIFICATIONS

ONE (1) LONG WHEEL BASE 3/4 TON TRUCK  
REGULAR CAB FULL SIZE –2-WHEEL DRIVE

**TRUCK SPECIFICATIONS – Parks Dept. 1450-1304**

Typical Model: C-2500 or F-250 with Trailer Towing Package and 7-Wire Harness  
Engine: 6.0 Liter V-8 (*Low Emissions*) or Equivalent E.F.I. Gasoline  
Transmission: 6 Speed Heavy Duty Automatic with Transmission Oil Cooler  
Gauges: Fuel, Water Temperature, Oil Pressure, Volt Meter, Hour Meter  
Fuel Tank: 30 Gal.  
Wheels/Tires: 17” Steel, 235/70R17A/T Tires  
Axle: 4.10 Ratio Limited Slip Rear  
Power Steering  
Power Brakes with 4-Wheel Anti-Lock Brake System  
Chrome Front Bumper  
Full View Mirrors  
Color: Exterior – White  
Interior – Blue or Gray Vinyl  
Seating: Vinyl Split Bench Seat 40 / 20 / 40  
Flooring: Heavy Duty Vinyl  
Tinted Glass  
Spot Light Mounted on Driver Door  
Factory Air Conditioning  
Power Windows & Locks  
AM/FM Stereo with Clock  
Full Size Spare Tire  
Valid State Inspection Certificate  
Whelen Liberty II LC 54” led light bar A/B/A/B front and back with side alley lights  
PCC10W Switch Control Center with extra 5’ of excess power cord to light

**SPECIFICATIONS ON LONG WHEEL BASE SERVICE BODY**

Typical Model: RKi L5680 or Comparable	Single Rear Wheel
Body Length:	96 Inches Long
Front Vertical Compartment:	32 Inches Long
Horizontal Compartment Length:	52+/- Inches Long
Rear Vertical Compartment Length:	20 Inches Long
Horizontal Compartment Height:	20+/- Inches Tall
Body Height:	40 Inches
Floor to Compartment Top:	24 Inches
Compartment Depth:	14.5 Inches
Overall Body Width:	80 Inches
Floor Width:	51 Inches

Adjustable Divider Trays

Stainless Steel Paddle Latches (Key Locking) all keyed alike

Automotive Type Neoprene Door Seals "Bulb Type"

Machine Chain/Spring Stops on all Doors

4 in. Round Directional Lights (LED)

D.O.T. Clearance Lights (LED)

Rear Bumper 8" Tread Plate

CLASS V COMMERCIAL DUTY HITCH

2,700 WD TW / 20,000 WDGTW

Parts and Service Manuals (Disc preferred)

Factory Warranty: Years \_\_\_\_\_ Miles \_\_\_\_\_ (Bumper to Bumper)

Extended Warranty: Years \_\_\_\_\_ Miles \_\_\_\_\_ Extended Warranty Cost \$ \_\_\_\_\_

*Lauren Arnold*  
8/7/23

**CITY OF CONROE**  
**MINIMUM SPECIFICATIONS**  
**SHORT WHEEL BASE 1/2 TON TRUCK 2 WHEEL DRIVE**  
**FULL SIZE – CREW CAB TRUCKS**

**TRUCK SPECIFICATIONS – Parks Dept. 1450-1720**

Typical: C-1500, F-150 Class III Hitch w/ Trailer Towing Package & 7-Wire Harness  
Cab: Crew Cab (4-full size doors)  
Bed: Typical Fleetside / Styleside  
Engine: 3.3 Liter V-6 (**Low Emissions**) or Equivalent E.F.I.  
Transmission: 10 Speed Automatic with Overdrive  
GVWR: 6,800 lbs. Minimum  
Wheel Base: 143.5" – 6' Bed  
Battery: Maintenance Free w/Saver  
Gauges: Fuel, Water Temperature, Oil, Volt Meter, Hour Meter  
Fuel Tank: 26 gal.  
Wheels / Tires: 17" Steel, 235/70R17A/T  
Axle Ratio: 3.73 Limited Slip  
Power Package: Power Steering & Locks w/Keyless Entry, Tilt & Cruise, Windows  
Power Brakes with 4-Wheel Anti-Lock Brake System  
Bumpers: Chrome Front and Rear  
Mirrors: Full View Mirrors  
Color: Exterior - White  
Interior - Blue or Gray Cloth  
Seating: Standard Cloth Split Bench 40 / 20 / 40  
Flooring: Rubber Floor with Floor Mats

Additions:

Backup camera

Tinted Glass

Electronic Trailer Brakes

Factory Air Conditioning

AM - FM Stereo.

Full Size Spare Tire

Spray In Bed Liner

Valid State Inspection Certificate

Spec approved by:

Date: 8/2/23



CITY OF CONROE  
FLEET SERVICES  
MINIMUM SPECIFICATIONS

ONE (1) NEW MID SIZE SEDAN AS SPECIFIED

**SEDAN SPECIFICATIONS – Fleet 5200-1325**

Typical Model:	2023-2024 4-Door Chevrolet Malibu or Manufacturer’s Equal	
Engine:	4-Cyl 2.4L	
Transmission:	4 Speed Automatic with Overdrive	
Gauges:	Fuel, Water Temperature, Oil Pressure, Volt Meter, Hour Meter Tachometer	
Fuel Tank:	16 Gal.	
Wheels/Tires:	17” Cast Aluminum/Chrome – Tires P215/55R17	
Color:	Exterior – White	Option Color: _____
	Interior – Graphite Gray Cloth	Option Color: _____
Seating:	Bucket with Center Console	
Flooring:	Carpet with Coordinated Mats	
Standard:		
	Tilt Steering	Cruise Control
	Power Steering/Brakes	Air Conditioning
	Center Floor Console	Stabilitrak/Traction Control
	4-Wheel Disc Brakes	Tire Pressure Monitor
	Battery Run Down Protection	Daytime Running Lights
Options:		
	Power Drivers Seat	3.29 Axle ratio if available
	Full Airbags, Head Side Curtains	Power Window, Locks, Mirrors
	Full Size Spare	AM/FM Stereo w/CD
	Remote Keyless Entry	Body Color Side Moldings
	Rear Window Defogger	Bluetooth
Factory Warranty:	Years _____ Miles _____	(Bumper to Bumper)
Extended Warranty:	Years _____ Miles _____	Extended Warranty Cost \$ _____

CITY OF CONROE  
MINIMUM SPECIFICATIONS  
1/2 TON TRUCK  
FULL SIZE – CREW CAB

**TRUCK SPECIFICATIONS** Spec 10-2883-PW (1225)

Typical Model: C-1500 or F-150 4x4 with Trailer Towing Package w/ 7-Wire  
Harness

Cab: Crew Cab

Bed: Fleet Side

Engine: 5.3 Liter V-8 (*Low Emissions*) or Equivalent E.F.I.

Transmission: 6 Speed Automatic with Overdrive

GVWR: 6,900 LBS Minimum

Wheel Base: 156” Minimum – 6’ Bed

Battery: Maintenance Free w/Saver

Gauges: Fuel, Water Temperature, Oil Pressure, Volt Meter, Hour Meter

Fuel Tank: 26 Gal.

Wheels/Tires: 17” Aluminum, 255/70R17A/T Tires

Axle: 3.23 Ratio Limited Slip

Power Package: Power Steering & Locks w/Keyless Entry  
Power Windows, Tilt & Cruise

Power Windows Tinted

Power Brakes 4-Wheel Disc Anti-Lock Brake System

Bumpers: Chrome Front & Rear

Mirrors: Full View

Color: Exterior -White

Interior Black or Gray Cloth

Seating: Cloth Split Bench Seat 40 / 20 / 40

Flooring: Vinyl to Match Interior with Floor Mats

Factory Air Conditioning

AM/FM Stereo, with Blue Tooth



Full Size Spare Tire

Spray In Bed Liner

Valid State Inspection Certificate

Factory Warranty: Years \_\_\_\_\_ Miles \_\_\_\_\_ (Bumper to Bumper

Extended Warranty: Years \_\_\_\_\_ Miles \_\_\_\_\_ Extended Warranty Cost \$ \_\_\_\_\_

REPLACING UNIT #: \_\_\_1225\_\_\_\_\_

DEPT # UNIT WILL BE IN: \_\_\_2883\_\_\_\_\_

DATE SPEC. UPDATED: \_\_\_8/15/2023\_\_\_\_\_

SPEC. APPROVED BY (DEPT): \_\_\_2883/Daniel Wade\_\_\_\_\_

SPEC. APPROVED BY (FLEET): \_\_\_\_\_

SPEC. APPROVED BY (DIRECTOR): \_\_\_\_\_

# 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 goods or services 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 AFFIDAVIT** I swear, or affirm, under penalty of perjury, that the above disclosure is true and correct.

\_\_\_\_\_  
 Signature of authorized agent of contracting business entity

AFFIX NOTARY STAMP / SEAL ABOVE

Sworn to and subscribed before me, by the said \_\_\_\_\_, this the \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_, to certify which, witness my hand and seal of office.

\_\_\_\_\_  
 Signature of officer administering oath      Printed name of officer administering oath      Title of officer administering oath

**ADD ADDITIONAL PAGES AS NECESSARY**

# 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.

\_\_\_\_\_ (“Company or Business Name”)  
**House Bill 89 Verification**

I, \_\_\_\_\_ (Person name), the undersigned representative of \_\_\_\_\_(Company or Business Name) hereafter referred to as “Company”; being an adult over the age of eighteen (18) years of age, after being duly sworn by the undersigned notary, do hereby depose and verify under oath that the company named-above, under the provisions of Subtitle F, Title 10, Government Code Chapter 2270:

1. Does not boycott Israel currently; and
2. Will not boycott Israel during the term of the contract.

*Pursuant to Section 2270.001, Texas Government Code:*

1. *“Boycott Israel” means refusing to deal with, terminating business activities with, or otherwise taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations specifically with Israel, or with a person or entity doing business in Israel or in an Israeli-controlled territory, but does not include an action made for ordinary business purposes; and*
2. *“Company” means a for-profit sole proprietorship, organization, association, corporation, partnership, joint venture, limited partnership, limited liability partnership, or any limited liability company, including a wholly owned subsidiary, majority-owned subsidiary, parent company or affiliate of those entities or business associations that exist to make a profit.*

\_\_\_\_\_  
DATE

\_\_\_\_\_  
SIGNATURE OF COMPANY REPRESENTATIVE

On this the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, personally appeared \_\_\_\_\_, the above-named person, who after by me being duly sworn, did swear and confirm that the above is true and correct.

NOTARY SEAL

\_\_\_\_\_  
NOTARY SIGNATURE

\_\_\_\_\_  
Date

**CITY OF CONROE  
PURCHASING DEPARTMENT**

**SENATE BILL 252 CERTIFICATION**

On this day, I, \_\_\_\_\_, the Purchasing Representative for the City of Conroe, Texas, pursuant to Chapter 2252, Section 2252.152 of the Texas Government Code, certify that I did review the website list prepared, maintained, and made available to the City of Conroe by the Comptroller of the State of Texas of companies known to have contracts with or provide supplies or services to Iran, Sudan or any foreign terrorist organization. I have ascertained that the below-named company is not contained on said list of companies that do business with Iran, Sudan or any Foreign Terrorist Organization.

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

\_\_\_\_\_  
RFP or Vendor number

CERTIFICATION CHECK PERFORMED BY:

\_\_\_\_\_  
Purchasing Representative

\_\_\_\_\_  
Date

\_\_\_\_\_  
\_\_\_\_\_  
**Senate Bill 19 Verification**

I, \_\_\_\_\_ (Person name), the undersigned representative of \_\_\_\_\_ (Company or Business Name) hereafter referred to as "Company"; being an adult over the age of eighteen (18) years of age, after being duly sworn by the undersigned notary, do hereby depose and verify under oath that the company named-above, under the provisions of Subtitle F, Title 10, Government Code Chapter 2274:

- (1) does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association; and,
- (2) will not discriminate during the term of the contract against a firearm entity or firearm trade association.

Pursuant to Section 2274.001, Texas Government Code:

1. "Ammunition" means a loaded cartridge case, primer, bullet, or propellant powder with or without a projectile.
2. "Company" means a for-profit organization, association, corporation, partnership, joint venture, limited partnership, limited liability partnership, or limited liability company, including a wholly owned subsidiary, majority-owned subsidiary, parent company, or affiliate of those entities or associations that exists to make a profit. The term does not include a sole proprietorship.
3. "Discriminate against a firearm entity or firearm trade association":
  - (A) means, with respect to the entity or association, to:
    - (i) refuse to engage in the trade of any goods or services with the entity or association based solely on its status as a firearm entity or firearm trade association;
    - (ii) refrain from continuing an existing business relationship with the entity or association based solely on its status as a firearm entity or firearm trade association; or
    - (iii) terminate an existing business relationship with the entity or association based solely on its status as a firearm entity or firearm trade association; and
  - (B) does not include:
    - (i) the established policies of a merchant, retail seller, or platform that restrict or prohibit the listing or selling of ammunition, firearms, or firearm accessories; and
    - (ii) a company's refusal to engage in the trade of any goods or services, decision to refrain from continuing an existing business relationship, or decision to terminate an existing business relationship:
      - (aa) to comply with federal, state, or local law, policy, or regulations or a directive by a regulatory agency; or

(bb) for any traditional business reason that is specific to the customer or potential customer and not based solely on an entity's or association's status as a firearm entity or firearm trade association.

4. "Firearm" means a weapon that expels a projectile by the action of explosive or expanding gases.
5. "Firearm accessory" means a device specifically designed or adapted to enable an individual to wear, carry, store, or mount a firearm on the individual or on a conveyance and an item used in conjunction with or mounted on a firearm that is not essential to the basic function of the firearm. The term includes a detachable firearm magazine.
6. "Firearm entity" means:
  - (A) a firearm, firearm accessory, or ammunition manufacturer, distributor, wholesaler, supplier, or retailer; and
  - (B) a sport shooting range as defined by Section 250.001, Local Government Code.
7. "Firearm trade association" means any person, corporation, unincorporated association, federation, business league, or business organization that:
  - (A) is not organized or operated for profit and for which none of its net earnings inures to the benefit of any private shareholder or individual;
  - (B) has two or more firearm entities as members; and
  - (C) is exempt from federal income taxation under Section 501(a), Internal Revenue Code of 1986, as an organization described by Section 501(c) of that code.

\_\_\_\_\_  
DATE

\_\_\_\_\_  
SIGNATURE OF COMPANY REPRESENTATIVE

On this the \_\_\_\_ day of \_\_\_\_\_, 20\_\_, personally appeared \_\_\_\_\_, the above-named person, who after by me being duly sworn, did swear and confirm that the above is true and correct.

NOTARY SEAL

\_\_\_\_\_  
NOTARY SIGNATURE

\_\_\_\_\_  
DATE



\_\_\_\_\_  
**Senate Bill 13 Verification**

I, \_\_\_\_\_ (Person name), the undersigned representative of \_\_\_\_\_ (Company or Business Name) hereafter referred to as "Company"; being an adult over the age of eighteen (18) years of age, after being duly sworn by the undersigned notary, do hereby depose and verify under oath that the company named-above, under the provisions of Subtitle F, Title 10, Government Code Chapter 2274:

- (1) does not boycott energy companies; and
- (2) will not boycott energy companies during the term of the contract.

Pursuant to Section 2274.001, Texas Government Code:

- 1. "Boycott energy company" has the meaning assigned by Section 809.001.
- 2. "Company" has the meaning assigned by Section 809.001, except that the term does not include a sole proprietorship.

\_\_\_\_\_  
DATE

\_\_\_\_\_  
SIGNATURE OF COMPANY REPRESENTATIVE

On this the \_\_\_\_ day of \_\_\_\_\_, 20\_\_, personally appeared \_\_\_\_\_, the above-named person, who after by me being duly sworn, did swear and confirm that the above is true and correct.

NOTARY SEAL

\_\_\_\_\_  
NOTARY SIGNATURE

\_\_\_\_\_  
DATE