



Amendment No. 4  
to  
Contract No. GA140000036  
for  
Erosion Controls Materials  
between  
Southwest Geo-Solutions, Inc.  
and the  
City of Austin

1.0 The City hereby amends the above referenced contract to add the following department to this contract at the same pricing.

- Aviation Department
- Ship to address: City of Austin/Aviation 9400 A Freight Lane Austin, Texas 78719 (Austin Bergstrom International Airport)
- Contact Phone # 512-530-6408 Donnie Walker (Aviation Warehouse)
- Invoices should be sent electronically to email address [ABIA.Invoices@austintexas.gov](mailto:ABIA.Invoices@austintexas.gov)
- Mailing Address for Accounts Payable: City of Austin/Aviation 3600 Presidential Blvd. Suite #411 Austin, Texas 78719
- Accounts Payable Contact information: Zakeisha Collier at 512-530-2464 Email: [zakeisha.collier@austintexas.gov](mailto:zakeisha.collier@austintexas.gov)

2.0 The total contract authorization is recapped below.

Action	Action Amount	Total Contract Amount
Initial Term: 01/27/2014 – 01/26/2017	\$198,909.00	\$198,909.00
Amendment No. 1: Option 1 – Extension Price Decrease (-3.5%) 01/27/2017 – 01/26/2018	\$66,303.00	\$265,212.00
Amendment No. 2: Option 2 – Extension 01/27/2018 – 01/26/2019	\$66,303.00	\$331,515.00
Amendment No. 3: Option 3 – Extension 01/27/2019 – 01/26/2020	\$66,303.00	\$397,818.00
Amendment No. 4: Adding a City Department	\$0.00	\$397,818.00

3.0 MBE/WBE goals do not apply to this contract.

4.0 By signing this Amendment, the Contractor certifies that the vendor and its principals are not currently suspended or debarred from doing business with the Federal Government, as indicated by the GSA List of Parties Excluded from Federal Procurement and Non-Procurement Programs, the State of Texas, or the City of Austin.

5.0 All other terms and conditions remain the same.

BY THE SIGNATURES affixed below, this amendment is hereby incorporated into and made a part of the above-referenced contract.

Sign/Date:

Printed Name: BARBARA MARYNOWSKI  
Authorized Representative

Southwest Geo-Solutions, Inc.  
7011 West Bee Caves Road, Suite B  
Austin, Texas 78746-5011

(512) 330-0796  
[cwitt@geosolutionsinc.com](mailto:cwitt@geosolutionsinc.com)

Sign/Date:

Georgia Billela 6/6/19  
Georgia Billela, Procurement Specialist III  
City of Austin  
Purchasing Office



Amendment No. 3  
to  
Contract No. GA140000036  
for  
Erosion Controls Materials  
between  
Southwest Geo-Solutions, Inc.  
and the  
City of Austin

- 1.0 The City hereby exercises this extension option for the subject contract. This extension option will be effective January 27, 2019 to January 26, 2020. No options remain.
- 2.0 The total contract amount is increased by \$66,303.00 for the extension period. The total contract authorization is recapped below:

Action	Action Amount	Total Contract Amount
Initial Term: 01/27/2014 – 01/26/2017	\$198,909.00	\$198,909.00
Amendment No. 1: Option 1 – Extension Price Decrease (-3.5%) 01/27/2017 – 01/26/2018	\$66,303.00	\$265,212.00
Amendment No. 2: Option 2 – Extension 01/27/2018 – 01/26/2019	\$66,303.00	\$331,515.00
Amendment No. 3: Option 3 – Extension 01/27/2019 – 01/26/2020	\$66,303.00	\$397,818.00

- 3.0 MBE/WBE goals do not apply to this contract.
- 4.0 By signing this Amendment, the Contractor certifies that the vendor and its principals are not currently suspended or debarred from doing business with the Federal Government, as indicated by the GSA List of Parties Excluded from Federal Procurement and Non-Procurement Programs, the State of Texas, or the City of Austin.
- 5.0 All other terms and conditions remain the same.

BY THE SIGNATURES affixed below, this amendment is hereby incorporated into and made a part of the above-referenced contract.

Sign/Date: Carey M. Witt 10/19/18

Printed Name: Carey M. Witt  
Authorized Representative

Sign/Date: [Signature] 10-26-18

Matthew Duree, Procurement Manager

Southwest Geo-Solutions, Inc.  
7011 West Bee Caves Road, Suite B  
Austin, Texas 78746-5011

(512) 330-0796

[cwitt@geosolutionsinc.com](mailto:cwitt@geosolutionsinc.com)

City of Austin  
Purchasing Office



Amendment No. 2  
to  
Contract No. GA140000036  
for  
Erosion Controls Materials  
between  
Southwest Geo-Solutions, Inc.  
and the  
City of Austin

- 1.0 The City hereby exercises this extension option for the subject contract. This extension option will be effective January 27, 2018 to January 26, 2019. One option remain.
- 2.0 The total contract amount is increased by \$66,303.00 for the extension period. The total contract authorization is recapped below:

Action	Action Amount	Total Contract Amount
Initial Term: 01/27/2014 – 01/26/2017	\$198,909.00	\$198,909.00
Amendment No. 1: Option 1 – Extension Price Decrease (-3.5%) 01/27/2017 – 01/26/2018	\$66,303.00	\$265,212.00
Amendment No. 2: Option 2 – Extension 01/27/2018 – 01/26/2019	\$66,303.00	\$331,515.00

- 3.0 MBE/WBE goals do not apply to this contract.
- 4.0 By signing this Amendment the Contractor certifies that the vendor and its principals are not currently suspended or debarred from doing business with the Federal Government, as indicated by the GSA List of Parties Excluded from Federal Procurement and Non-Procurement Programs, the State of Texas, or the City of Austin.
- 5.0 All other terms and conditions remain the same.

BY THE SIGNATURES affixed below, this amendment is hereby incorporated into and made a part of the above-referenced contract.

Sign/Date: Carey M. Witt Dec. 13, 2017

Printed Name: Carey M. Witt  
Authorized Representative

Sign/Date: Linell Goodin-Brown  
Linell Goodin-Brown, Contract Management Supervisor II

12-22-17

Southwest Geo-Solutions, Inc.  
7011 West Bee Caves Road, Suite B  
Austin, Texas 78746-5011

City of Austin  
Purchasing Office

(512) 330-0796  
[cwitt@geosolutionsinc.com](mailto:cwitt@geosolutionsinc.com)



Amendment No. 1  
to  
Contract No. GA140000036  
for  
Erosion Controls Materials  
between  
Southwest Geo-Solutions, Inc.  
and the  
City of Austin

- 1.0 The City hereby exercises this extension option for the subject contract. This extension option will be January 27, 2017 through January 26, 2018. Two options will remain.
- 2.0 The City hereby exercises Section 0400.10, "Economic Price Adjustments" of the Supplemental Purchase Provisions. A price decrease at the rate of "three-and-five-tens" (-3.5%) percent will be issued for the service provided.
- 3.0 The total contract amount is increased by \$66,303.00 by this extension period. The total contract authorization is recapped below:

Action	Action Amount	Total Contract Amount
Initial Term: 01/27/2014 – 01/26/2017	\$198,909.00	\$198,909.00
Amendment No. 1: Option 1 – Extension 01/27/2017 – 01/26/2018	\$66,303.00	
Price Decrease (-3.5%) 01/27/2017	<u>\$0.00</u> \$66,303.00	\$265,212.00

- 4.0 MBE/WBE goals do not apply to this contract.
- 5.0 By signing this Amendment the Contractor certifies that the vendor and its principals are not currently suspended or debarred from doing business with the Federal Government, as indicated by the GSA List of Parties Excluded from Federal Procurement and Non-Procurement Programs, the State of Texas, or the City of Austin.
- 6.0 All other terms and conditions remain the same.

BY THE SIGNATURES affixed below, this amendment is hereby incorporated into and made a part of the above-referenced contract.

Sign/Date:

Carey Witt 1/19/2017

Printed Name:

Carey Witt  
Authorized Representative

Southwest Geo-Solutions, Inc.  
7011 West Bee Caves Road, Suite B  
Austin, Texas 78746-5011  
(512) 330-0796  
[cwitt@geosolutionsinc.com](mailto:cwitt@geosolutionsinc.com)

Sign/Date:

Linell Goodin-Brown  
1/25/17

Linell Goodin-Brown  
Contract Compliance Supervisor  
City of Austin  
Purchasing Office  
124 W. 8<sup>th</sup> Street, Ste. 310  
Austin, Texas 78701



**Financial and Administrative Service Department**  
**Purchasing Office**  
PO Box 1088, Austin, Texas, 78767

January 27, 2014

Southwest Geo-Solutions, Inc.  
Grant Crawford  
7011 Bee Caves Road  
Austin, TX 78746

Dear Mr. Crawford:

The City of Austin has approved the award and execution of a service contract with Southwest Geo-Solutions, Inc. for erosion control materials in accordance with solicitation SDC0261.

Responsible Department:	Watershed Protection Department
Department Contact Person:	Donna Lee Bliss
Department Contact Email Address:	<a href="mailto:donna-lee.bliss@austintexas.gov">donna-lee.bliss@austintexas.gov</a>
Department Contact Telephone:	(512) 974-2530
Project Name:	Erosion Control Materials
Contractor Name:	Southwest Geo-Solutions, Inc.
Contract Number:	GA140000036
Contract Period:	1/23/2014 – 1/22/2017
Contract Period Amount	\$198,909
Extension Options:	Three 12-month options
Requisition Number:	6300 - 13061300424
Solicitation Number:	SDC0261
Agenda Item Number:	49
Council Approval Date:	1/23/2014

Thank you for your interest in doing business with the City of Austin. If you have any questions regarding this purchase, please contact the person referenced under Department Contact Person above.

Sincerely,

A handwritten signature in black ink, appearing to read "Jonathan Dalchau".

Jonathan Dalchau, Buyer II  
Purchasing Office

CC: Donna Lee Bliss



**CONTRACT BETWEEN THE CITY OF AUSTIN (“City”)  
AND  
Southwest Geo-Solutions, Inc. (“Contractor”)  
for  
Erosion Control Materials  
GA140000036**

The City accepts the Contractor’s Offer (as referenced in Section 1.1.3 below) for the above requirement and enters into the following Contract.

This Contract is between Southwest Geo-Solutions, Inc. having offices at Austin, TX 78746 and the City, a home-rule municipality incorporated by the State of Texas, and is effective as of the date executed by the City (“Effective Date”).

Capitalized terms used but not defined herein have the meanings given them in Solicitation Number IFB SDC0261.

**1.1 This Contract is composed of the following documents:**

- 1.1.1 This Contract
- 1.1.2 The City’s Solicitation, Invitation for Bid (IFB), SDC0261 including all documents incorporated by reference
- 1.1.3 Southwest Geo-Solutions, Inc. Offer, dated 7/16/2013, including subsequent clarifications

**1.2 Order of Precedence.** Any inconsistency or conflict in the Contract documents shall be resolved by giving precedence in the following order:

- 1.2.1 This Contract
- 1.2.2 The City’s Solicitation as referenced in Section 1.1.2, including all documents incorporated by reference
- 1.2.3 The Contractor’s Offer as referenced in Section 1.1.3, including subsequent clarifications.

**1.3 Term of Contract.** The Contract will be in effect for an initial term of thirty-six (36) months and may be extended thereafter for up to three (3) twelve (12) month extension option(s), subject to the approval of the Contractor and the City Purchasing Officer or his designee. See the Term of Contract provision in Section 0400 for additional Contract requirements.

**1.4 Compensation.** The Contractor shall be paid a total Not-to-Exceed amount of \$198,909 for the initial Contract term and \$66,303 for each extension option as indicated in the Bid Sheet, IFB Section 0600. Payment shall be made upon successful completion of services or delivery of goods as outlined in each individual Delivery Order.

**1.5 Quantity of Work.** There is no guaranteed quantity of work for the period of the Contract and there are no minimum order quantities. Work will be on an as needed basis as specified by the City for each Delivery Order

This Contract (including any Exhibits) constitutes the entire agreement of the parties regarding the subject matter of this Contract and supersedes all prior and contemporaneous agreements and understandings, whether written or oral, relating to such subject matter. This Contract may be altered, amended, or modified only by a written instrument signed by the duly authorized representatives of both parties.

In witness whereof, the City has caused a duly authorized representative to execute this Contract on the date set forth below.

**SOUTHWEST GEO-SOLUTIONS, INC.**

**CITY OF AUSTIN**

*Carey With*

Printed Name of Authorized Person

*Carey With*

Signature

*President*

Title:

*1/27/14*

Date:

*Danielle Lord*

Printed Name of Authorized Person

*Danielle Lord*

Signature

Contract Compliance Manager, Corporate

Title:

*1/27/14*

Date:

# CITY OF AUSTIN, TEXAS

## Purchasing Office INVITATION FOR BID (IFB) Offer Sheet

SOLICITATION NO: SDC0261

COMMODITY/SERVICE DESCRIPTION: EROSION CONTROL MATERIALS

DATE ISSUED: 6/24/2013

REQUISITION NO.: 6300 13061300424

PRE-BID CONFERENCE TIME AND DATE: N/A

COMMODITY CODE: 08585

LOCATION: N/A

FOR CONTRACTUAL AND TECHNICAL  
ISSUES CONTACT:

BID DUE PRIOR TO: 7/17/2013 @ 2:00 P.M.

COMPLIANCE PLAN DUE PRIOR TO: N/A

**Steve Cocke**

Buyer II

Phone: (512) 974-2003

BID OPENING TIME AND DATE: 7/17/2013 @ 2:15 P.M.

LOCATION: MUNICIPAL BUILDING, 124 W 8<sup>th</sup> STREET  
RM 310, AUSTIN, TEXAS 78701

LIVE BID OPENING ONLINE:

For information on how to attend the Bid Opening online, please select  
this link:

[https://www.ci.austin.tx.us/financeonline/vendor\\_connection/index.cfm#BIDOPENINGWEBINAR](https://www.ci.austin.tx.us/financeonline/vendor_connection/index.cfm#BIDOPENINGWEBINAR)

When submitting a sealed Offer and/or Compliance Plan, use the proper address for the type of service desired, as shown below.

P.O. Address for US Mail	Street Address for Hand Delivery or Courier Service
City of Austin	City of Austin, Purchasing Office
Purchasing Office	Municipal Building
P.O. Box 1088	124 W 8 <sup>th</sup> Street, Rm 310
Austin, Texas 78767-8845	Austin, Texas 78701
	Reception Phone: (512) 974-2500

Offers (including Compliance Plans) that are not submitted in a sealed envelope or container will not be considered.

### SUBMIT 1 ORIGINAL AND 1 SIGNED COPIES OF OFFER

OFFER SUBMITTED BY

By the signature below, I certify that I have submitted a binding offer.

**Grant Crawford, Sales Rep**

Signer's Name and Title: (please print or type)

Date: **07/16/2014**

FEDERAL TAX ID NO. [REDACTED]

Company Name: **Geo-Solutions, Inc.**

Address: **7011 Bee Caves Road**

Email Address: **Grant@geosolutionsinc.com**

City, State, Zip Code **Austin, TX 78746**

Phone No. (512 ) **350-6598**

Fax No. ( 512 ) **445-0790**



**CITY OF AUSTIN  
PURCHASING OFFICE  
STANDARD PURCHASE TERMS AND CONDITIONS**

By submitting an Offer in response to the Solicitation, the Contractor agrees that the Contract shall be governed by the following terms and conditions. Unless otherwise specified in the Contract, Sections 3, 4, 5, 6, 7, 8, 20, 21, and 36 shall apply only to a Solicitation to purchase Goods, and Sections 9, 10, 11 and 22 shall apply only to a Solicitation to purchase Services to be performed principally at the City's premises or on public rights-of-way.

1. **CONTRACTOR'S OBLIGATIONS:** The Contractor shall fully and timely provide all Deliverables described in the Solicitation and in the Contractor's Offer in strict accordance with the terms, covenants, and conditions of the Contract and all applicable Federal, State, and local laws, rules, and regulations.
2. **EFFECTIVE DATE/TERM:** Unless otherwise specified in the Solicitation, this Contract shall be effective as of the date the contract is signed by the City, and shall continue in effect until all obligations are performed in accordance with the Contract.
3. **CONTRACTOR TO PACKAGE DELIVERABLES:** The Contractor will package Deliverables in accordance with good commercial practice and shall include a packing list showing the description of each item, the quantity and unit price. Unless otherwise provided in the Specifications or Supplemental Terms and Conditions, each shipping container shall be clearly and permanently marked as follows: (a) The Contractor's name and address, (b) the City's name, address and purchase order or purchase release number and the price agreement number if applicable, (c) Container number and total number of containers, e.g. box 1 of 4 boxes, and (d) the number of the container bearing the packing list. The Contractor shall bear cost of packaging. Deliverables shall be suitably packed to secure lowest transportation costs and to conform with requirements of common carriers and any applicable specifications. The City's count or weight shall be final and conclusive on shipments not accompanied by packing lists.
4. **SHIPMENT UNDER RESERVATION PROHIBITED:** The Contractor is not authorized to ship the Deliverables under reservation and no tender of a bill of lading will operate as a tender of Deliverables.
5. **TITLE & RISK OF LOSS:** Title to and risk of loss of the Deliverables shall pass to the City only when the City actually receives and accepts the Deliverables.
6. **DELIVERY TERMS AND TRANSPORTATION CHARGES:** Deliverables shall be shipped F.O.B. point of delivery unless otherwise specified in the Supplemental Terms and Conditions. Unless otherwise stated in the Offer, the Contractor's price shall be deemed to include all delivery and transportation charges. The City shall have the right to designate what method of transportation shall be used to ship the Deliverables. The place of delivery shall be that set forth in the block of the purchase order or purchase release entitled "Receiving Agency".
7. **RIGHT OF INSPECTION AND REJECTION:** The City expressly reserves all rights under law, including, but not limited to the Uniform Commercial Code, to inspect the Deliverables at delivery before accepting them, and to reject defective or non-conforming Deliverables. If the City has the right to inspect the Contractor's, or the Contractor's Subcontractor's, facilities, or the Deliverables at the Contractor's, or the Contractor's Subcontractor's, premises, the Contractor shall furnish, or cause to be furnished, without additional charge, all reasonable facilities and assistance to the City to facilitate such inspection.
8. **NO REPLACEMENT OF DEFECTIVE TENDER:** Every tender or delivery of Deliverables must fully comply with all provisions of the Contract as to time of delivery, quality, and quantity. Any non-complying tender shall constitute a breach and the Contractor shall not have the right to substitute a conforming tender; provided, where the time for performance has not yet expired, the Contractor may notify the City of the intention to cure and may then make a conforming tender within the time allotted in the contract.
9. **PLACE AND CONDITION OF WORK:** The City shall provide the Contractor access to the sites where the Contractor is to perform the services as required in order for the Contractor to perform the services in a timely and efficient manner, in accordance with and subject to the applicable security laws, rules, and regulations. The Contractor acknowledges that it has satisfied itself as to the nature of the City's service requirements and specifications, the location and essential characteristics of the work sites, the quality and quantity of materials, equipment, labor and facilities necessary to perform the services, and any other condition or state of fact which could in any way affect performance of the Contractor's obligations under the contract. The Contractor hereby

**CITY OF AUSTIN  
PURCHASING OFFICE  
STANDARD PURCHASE TERMS AND CONDITIONS**

releases and holds the City harmless from and against any liability or claim for damages of any kind or nature if the actual site or service conditions differ from expected conditions.

**10. WORKFORCE:**

- A. The Contractor shall employ only orderly and competent workers, skilled in the performance of the services which they will perform under the Contract.
- B. The Contractor, its employees, subcontractors, and subcontractor's employees may not while engaged in participating or responding to a solicitation or while in the course and scope of delivering goods or services under a City of Austin contract or on the City's property .
  - i. use or possess a firearm, including a concealed handgun that is licensed under state law, except as required by the terms of the contract; or
  - ii. use or possess alcoholic or other intoxicating beverages, illegal drugs or controlled substances, nor may such workers be intoxicated, or under the influence of alcohol or drugs, on the job.
- C. If the City or the City's representative notifies the Contractor that any worker is incompetent, disorderly or disobedient, has knowingly or repeatedly violated safety regulations, has possessed any firearms, or has possessed or was under the influence of alcohol or drugs on the job, the Contractor shall immediately remove such worker from Contract services, and may not employ such worker again on Contract services without the City's prior written consent.

**11. COMPLIANCE WITH HEALTH, SAFETY, AND ENVIRONMENTAL REGULATIONS:** The Contractor, its Subcontractors, and their respective employees, shall comply fully with all applicable federal, state, and local health, safety, and environmental laws, ordinances, rules and regulations in the performance of the services, including but not limited to those promulgated by the City and by the Occupational Safety and Health Administration (OSHA). In case of conflict, the most stringent safety requirement shall govern. The Contractor shall indemnify and hold the City harmless from and against all claims, demands, suits, actions, judgments, fines, penalties and liability of every kind arising from the breach of the Contractor's obligations under this paragraph.

**12. INVOICES:**

- A. The Contractor shall submit separate invoices in duplicate on each purchase order or purchase release after each delivery. If partial shipments or deliveries are authorized by the City, a separate invoice must be sent for each shipment or delivery made.
- B. **Proper Invoices must include a unique invoice number, the purchase order or delivery order number and the master agreement number if applicable, the Department's Name, and the name of the point of contact for the Department.** Invoices shall be itemized and transportation charges, if any, shall be listed separately. A copy of the bill of lading and the freight waybill, when applicable, shall be attached to the invoice. The Contractor's name and, if applicable, the tax identification number on the invoice must exactly match the information in the Vendor's registration with the City. Unless otherwise instructed in writing, the City may rely on the remittance address specified on the Contractor's invoice.
- C. Invoices for labor shall include a copy of all time-sheets with trade labor rate and Deliverables order number clearly identified. Invoices shall also include a tabulation of work-hours at the appropriate rates and grouped by work order number. Time billed for labor shall be limited to hours actually worked at the work site.
- D. Unless otherwise expressly authorized in the Contract, the Contractor shall pass through all Subcontract and other authorized expenses at actual cost without markup.
- E. Federal excise taxes, State taxes, or City sales taxes must not be included in the invoiced amount. The City will furnish a tax exemption certificate upon request.

**CITY OF AUSTIN  
PURCHASING OFFICE  
STANDARD PURCHASE TERMS AND CONDITIONS**

**13. PAYMENT:**

- A. All proper invoices received by the City will be paid within thirty (30) calendar days of the City's receipt of the Deliverables or of the invoice, whichever is later.
- B. **If payment is not timely made, (per paragraph A), interest shall accrue on the unpaid balance at the lesser of the rate specified in Texas Government Code Section 2251.025 or the maximum lawful rate; except, if payment is not timely made for a reason for which the City may withhold payment hereunder, interest shall not accrue until ten (10) calendar days after the grounds for withholding payment have been resolved.**
- C. If partial shipments or deliveries are authorized by the City, the Contractor will be paid for the partial shipment or delivery, as stated above, provided that the invoice matches the shipment or delivery.
- D. The City may withhold or set off the entire payment or part of any payment otherwise due the Contractor to such extent as may be necessary on account of:
  - i. delivery of defective or non-conforming Deliverables by the Contractor;
  - ii. third party claims, which are not covered by the insurance which the Contractor is required to provide, are filed or reasonable evidence indicating probable filing of such claims;
  - iii. failure of the Contractor to pay Subcontractors, or for labor, materials or equipment;
  - iv. damage to the property of the City or the City's agents, employees or contractors, which is not covered by insurance required to be provided by the Contractor;
  - v. reasonable evidence that the Contractor's obligations will not be completed within the time specified in the Contract, and that the unpaid balance would not be adequate to cover actual or liquidated damages for the anticipated delay;
  - vi. failure of the Contractor to submit proper invoices with all required attachments and supporting documentation; or
  - vii. failure of the Contractor to comply with any material provision of the Contract Documents.
- E. Notice is hereby given of Article VIII, Section 1 of the Austin City Charter which prohibits the payment of any money to any person, firm or corporation who is in arrears to the City for taxes, and of §2-8-3 of the Austin City Code concerning the right of the City to offset indebtedness owed the City.
- F. Payment will be made by check unless the parties mutually agree to payment by credit card or electronic transfer of funds. The Contractor agrees that there shall be no additional charges, surcharges, or penalties to the City for payments made by credit card or electronic funds transfer.
- G. The awarding or continuation of this contract is dependent upon the availability of funding. The City's payment obligations are payable only and solely from funds Appropriated and available for this contract. The absence of Appropriated or other lawfully available funds shall render the Contract null and void to the extent funds are not Appropriated or available and any Deliverables delivered but unpaid shall be returned to the Contractor. The City shall provide the Contractor written notice of the failure of the City to make an adequate Appropriation for any fiscal year to pay the amounts due under the Contract, or the reduction of any Appropriation to an amount insufficient to permit the City to pay its obligations under the Contract. In the event of non or inadequate appropriation of funds, there will be no penalty nor removal fees charged to the City.

- 14. TRAVEL EXPENSES:** All travel, lodging and per diem expenses in connection with the Contract for which reimbursement may be claimed by the Contractor under the terms of the Solicitation will be reviewed against the City's Travel Policy as published and maintained by the City's Controller's Office and the Current United States General Services Administration Domestic Per Diem Rates (the "Rates") as published and maintained on the Internet at:

<http://www.gsa.gov/portal/category/21287>

**CITY OF AUSTIN  
PURCHASING OFFICE  
STANDARD PURCHASE TERMS AND CONDITIONS**

No amounts in excess of the Travel Policy or Rates shall be paid. All invoices must be accompanied by copies of detailed itemized receipts (e.g. hotel bills, airline tickets). No reimbursement will be made for expenses not actually incurred. Airline fares in excess of coach or economy will not be reimbursed. Mileage charges may not exceed the amount permitted as a deduction in any year under the Internal Revenue Code or Regulations.

**15. FINAL PAYMENT AND CLOSE-OUT:**

- A. If an MBE/WBE Program Compliance Plan is required by the Solicitation, and the Contractor has identified Subcontractors, the Contractor is required to submit a Contract Close-Out MBE/WBE Compliance Report to the Project manager or Contract manager no later than the 15th calendar day after completion of all work under the contract. Final payment, retainage, or both may be withheld if the Contractor is not in compliance with the requirements of the Compliance Plan as accepted by the City.
- B. The making and acceptance of final payment will constitute:
  - i. a waiver of all claims by the City against the Contractor, except claims (1) which have been previously asserted in writing and not yet settled, (2) arising from defective work appearing after final inspection, (3) arising from failure of the Contractor to comply with the Contract or the terms of any warranty specified herein, (4) arising from the Contractor's continuing obligations under the Contract, including but not limited to indemnity and warranty obligations, or (5) arising under the City's right to audit; and
  - ii. a waiver of all claims by the Contractor against the City other than those previously asserted in writing and not yet settled.

**16. SPECIAL TOOLS & TEST EQUIPMENT:** If the price stated on the Offer includes the cost of any special tooling or special test equipment fabricated or required by the Contractor for the purpose of filling this order, such special tooling equipment and any process sheets related thereto shall become the property of the City and shall be identified by the Contractor as such.

**17. RIGHT TO AUDIT:**

- A. The Contractor agrees that the representatives of the Office of the City Auditor or other authorized representatives of the City shall have access to, and the right to audit, examine, or reproduce, any and all records of the Contractor related to the performance under this Contract. The Contractor shall retain all such records for a period of three (3) years after final payment on this Contract or until all audit and litigation matters that the City has brought to the attention of the Contractor are resolved, whichever is longer. The Contractor agrees to refund to the City any overpayments disclosed by any such audit.
- B. The Contractor shall include section a. above in all subcontractor agreements entered into in connection with this Contract.

**18. SUBCONTRACTORS:**

- A. If the Contractor identified Subcontractors in an MBE/WBE Program Compliance Plan or a No Goals Utilization Plan the Contractor shall comply with the provisions of Chapters 2-9A, 2-9B, 2-9C, and 2-9D, as applicable, of the Austin City Code and the terms of the Compliance Plan or Utilization Plan as approved by the City (the "Plan"). The Contractor shall not initially employ any Subcontractor except as provided in the Contractor's Plan. The Contractor shall not substitute any Subcontractor identified in the Plan, unless the substitute has been accepted by the City in writing in accordance with the provisions of Chapters 2-9A, 2-9B, 2-9C and 2-9D, as applicable. No acceptance by the City of any Subcontractor shall constitute a waiver of any rights or remedies of the City with respect to defective Deliverables provided by a Subcontractor. If a Plan has been approved, the Contractor is additionally required to submit a monthly Subcontract Awards and Expenditures Report to the Contract Manager and the Purchasing Office Contract Compliance Manager no later than the tenth calendar day of each month.

**CITY OF AUSTIN  
PURCHASING OFFICE  
STANDARD PURCHASE TERMS AND CONDITIONS**

- B. Work performed for the Contractor by a Subcontractor shall be pursuant to a written contract between the Contractor and Subcontractor. The terms of the subcontract may not conflict with the terms of the Contract, and shall contain provisions that:
- i. require that all Deliverables to be provided by the Subcontractor be provided in strict accordance with the provisions, specifications and terms of the Contract;
  - ii. prohibit the Subcontractor from further subcontracting any portion of the Contract without the prior written consent of the City and the Contractor. The City may require, as a condition to such further subcontracting, that the Subcontractor post a payment bond in form, substance and amount acceptable to the City;
  - iii. require Subcontractors to submit all invoices and applications for payments, including any claims for additional payments, damages or otherwise, to the Contractor in sufficient time to enable the Contractor to include same with its invoice or application for payment to the City in accordance with the terms of the Contract;
  - iv. require that all Subcontractors obtain and maintain, throughout the term of their contract, insurance in the type and amounts specified for the Contractor, with the City being a named insured as its interest shall appear; and
  - v. require that the Subcontractor indemnify and hold the City harmless to the same extent as the Contractor is required to indemnify the City.
- C. The Contractor shall be fully responsible to the City for all acts and omissions of the Subcontractors just as the Contractor is responsible for the Contractor's own acts and omissions. Nothing in the Contract shall create for the benefit of any such Subcontractor any contractual relationship between the City and any such Subcontractor, nor shall it create any obligation on the part of the City to pay or to see to the payment of any moneys due any such Subcontractor except as may otherwise be required by law.
- D. The Contractor shall pay each Subcontractor its appropriate share of payments made to the Contractor not later than ten (10) calendar days after receipt of payment from the City.

19. **WARRANTY – PRICE:**

- A. The Contractor warrants the prices quoted in the Offer are no higher than the Contractor's current prices on orders by others for like Deliverables under similar terms of purchase.
- B. The Contractor certifies that the prices in the Offer have been arrived at independently without consultation, communication, or agreement for the purpose of restricting competition, as to any matter relating to such fees with any other firm or with any competitor.
- C. In addition to any other remedy available, the City may deduct from any amounts owed to the Contractor, or otherwise recover, any amounts paid for items in excess of the Contractor's current prices on orders by others for like Deliverables under similar terms of purchase.

20. **WARRANTY – TITLE:** The Contractor warrants that it has good and indefeasible title to all Deliverables furnished under the Contract, and that the Deliverables are free and clear of all liens, claims, security interests and encumbrances. The Contractor shall indemnify and hold the City harmless from and against all adverse title claims to the Deliverables.

21. **WARRANTY – DELIVERABLES:** The Contractor warrants and represents that all Deliverables sold the City under the Contract shall be free from defects in design, workmanship or manufacture, and conform in all material respects to the specifications, drawings, and descriptions in the Solicitation, to any samples furnished by the Contractor, to the terms, covenants and conditions of the Contract, and to all applicable State, Federal or local laws, rules, and regulations, and industry codes and standards. Unless otherwise stated in the Solicitation, the Deliverables shall be new or recycled merchandise, and not used or reconditioned.

- A. Recycled Deliverables shall be clearly identified as such.

**CITY OF AUSTIN  
PURCHASING OFFICE  
STANDARD PURCHASE TERMS AND CONDITIONS**

- B. The Contractor may not limit, exclude or disclaim the foregoing warranty or any warranty implied by law; and any attempt to do so shall be without force or effect.
  - C. Unless otherwise specified in the Contract, the warranty period shall be at least one year from the date of acceptance of the Deliverables or from the date of acceptance of any replacement Deliverables. If during the warranty period, one or more of the above warranties are breached, the Contractor shall promptly upon receipt of demand either repair the non-conforming Deliverables, or replace the non-conforming Deliverables with fully conforming Deliverables, at the City's option and at no additional cost to the City. All costs incidental to such repair or replacement, including but not limited to, any packaging and shipping costs, shall be borne exclusively by the Contractor. The City shall endeavor to give the Contractor written notice of the breach of warranty within thirty (30) calendar days of discovery of the breach of warranty, but failure to give timely notice shall not impair the City's rights under this section.
  - D. If the Contractor is unable or unwilling to repair or replace defective or non-conforming Deliverables as required by the City, then in addition to any other available remedy, the City may reduce the quantity of Deliverables it may be required to purchase under the Contract from the Contractor, and purchase conforming Deliverables from other sources. In such event, the Contractor shall pay to the City upon demand the increased cost, if any, incurred by the City to procure such Deliverables from another source.
  - E. If the Contractor is not the manufacturer, and the Deliverables are covered by a separate manufacturer's warranty, the Contractor shall transfer and assign such manufacturer's warranty to the City. If for any reason the manufacturer's warranty cannot be fully transferred to the City, the Contractor shall assist and cooperate with the City to the fullest extent to enforce such manufacturer's warranty for the benefit of the City.
22. **WARRANTY – SERVICES:** The Contractor warrants and represents that all services to be provided the City under the Contract will be fully and timely performed in a good and workmanlike manner in accordance with generally accepted industry standards and practices, the terms, conditions, and covenants of the Contract, and all applicable Federal, State and local laws, rules or regulations.
- A. The Contractor may not limit, exclude or disclaim the foregoing warranty or any warranty implied by law, and any attempt to do so shall be without force or effect.
  - B. Unless otherwise specified in the Contract, the warranty period shall be at least one year from the Acceptance Date. If during the warranty period, one or more of the above warranties are breached, the Contractor shall promptly upon receipt of demand perform the services again in accordance with above standard at no additional cost to the City. All costs incidental to such additional performance shall be borne by the Contractor. The City shall endeavor to give the Contractor written notice of the breach of warranty within thirty (30) calendar days of discovery of the breach warranty, but failure to give timely notice shall not impair the City's rights under this section.
  - C. If the Contractor is unable or unwilling to perform its services in accordance with the above standard as required by the City, then in addition to any other available remedy, the City may reduce the amount of services it may be required to purchase under the Contract from the Contractor, and purchase conforming services from other sources. In such event, the Contractor shall pay to the City upon demand the increased cost, if any, incurred by the City to procure such services from another source.
23. **ACCEPTANCE OF INCOMPLETE OR NON-CONFORMING DELIVERABLES:** If, instead of requiring immediate correction or removal and replacement of defective or non-conforming Deliverables, the City prefers to accept it, the City may do so. The Contractor shall pay all claims, costs, losses and damages attributable to the City's evaluation of and determination to accept such defective or non-conforming Deliverables. If any such acceptance occurs prior to final payment, the City may deduct such amounts as are necessary to compensate the City for the diminished value of the defective or non-conforming Deliverables. If the acceptance occurs after final payment, such amount will be refunded to the City by the Contractor.
24. **RIGHT TO ASSURANCE:** Whenever one party to the Contract in good faith has reason to question the other party's intent to perform, demand may be made to the other party for written assurance of the intent to perform. In the event

**CITY OF AUSTIN  
PURCHASING OFFICE  
STANDARD PURCHASE TERMS AND CONDITIONS**

that no assurance is given within the time specified after demand is made, the demanding party may treat this failure as an anticipatory repudiation of the Contract.

25. **STOP WORK NOTICE:** The City may issue an immediate Stop Work Notice in the event the Contractor is observed performing in a manner that is in violation of Federal, State, or local guidelines, or in a manner that is determined by the City to be unsafe to either life or property. Upon notification, the Contractor will cease all work until notified by the City that the violation or unsafe condition has been corrected. The Contractor shall be liable for all costs incurred by the City as a result of the issuance of such Stop Work Notice.
26. **DEFAULT:** The Contractor shall be in default under the Contract if the Contractor (a) fails to fully, timely and faithfully perform any of its material obligations under the Contract, (b) fails to provide adequate assurance of performance under Paragraph 24, (c) becomes insolvent or seeks relief under the bankruptcy laws of the United States or (d) makes a material misrepresentation in Contractor's Offer, or in any report or deliverable required to be submitted by the Contractor to the City.
27. **TERMINATION FOR CAUSE:** In the event of a default by the Contractor, the City shall have the right to terminate the Contract for cause, by written notice effective ten (10) calendar days, unless otherwise specified, after the date of such notice, unless the Contractor, within such ten (10) day period, cures such default, or provides evidence sufficient to prove to the City's reasonable satisfaction that such default does not, in fact, exist. The City may place Contractor on probation for a specified period of time within which the Contractor must correct any non-compliance issues. Probation shall not normally be for a period of more than nine (9) months, however, it may be for a longer period, not to exceed one (1) year depending on the circumstances. If the City determines the Contractor has failed to perform satisfactorily during the probation period, the City may proceed with suspension. In the event of a default by the Contractor, the City may suspend or debar the Contractor in accordance with the "City of Austin Purchasing Office Probation, Suspension and Debarment Rules for Vendors" and remove the Contractor from the City's vendor list for up to five (5) years and any Offer submitted by the Contractor may be disqualified for up to five (5) years. In addition to any other remedy available under law or in equity, the City shall be entitled to recover all actual damages, costs, losses and expenses, incurred by the City as a result of the Contractor's default, including, without limitation, cost of cover, reasonable attorneys' fees, court costs, and prejudgment and post-judgment interest at the maximum lawful rate. All rights and remedies under the Contract are cumulative and are not exclusive of any other right or remedy provided by law.
28. **TERMINATION WITHOUT CAUSE:** The City shall have the right to terminate the Contract, in whole or in part, without cause any time upon thirty (30) calendar days' prior written notice. Upon receipt of a notice of termination, the Contractor shall promptly cease all further work pursuant to the Contract, with such exceptions, if any, specified in the notice of termination. The City shall pay the Contractor, to the extent of funds Appropriated or otherwise legally available for such purposes, for all goods delivered and services performed and obligations incurred prior to the date of termination in accordance with the terms hereof.
29. **FRAUD:** Fraudulent statements by the Contractor on any Offer or in any report or deliverable required to be submitted by the Contractor to the City shall be grounds for the termination of the Contract for cause by the City and may result in legal action.
30. **DELAYS:**
  - A. The City may delay scheduled delivery or other due dates by written notice to the Contractor if the City deems it is in its best interest. If such delay causes an increase in the cost of the work under the Contract, the City and the Contractor shall negotiate an equitable adjustment for costs incurred by the Contractor in the Contract price and execute an amendment to the Contract. The Contractor must assert its right to an adjustment within thirty (30) calendar days from the date of receipt of the notice of delay. Failure to agree on any adjusted price shall be handled under the Dispute Resolution process specified in paragraph 49. However, nothing in this provision shall excuse the Contractor from delaying the delivery as notified.
  - B. Neither party shall be liable for any default or delay in the performance of its obligations under this Contract if, while and to the extent such default or delay is caused by acts of God, fire, riots, civil commotion, labor disruptions, sabotage, sovereign conduct, or any other cause beyond the reasonable control of such Party. In



**CITY OF AUSTIN  
PURCHASING OFFICE  
STANDARD PURCHASE TERMS AND CONDITIONS**

the event of default or delay in contract performance due to any of the foregoing causes, then the time for completion of the services will be extended; provided, however, in such an event, a conference will be held within three (3) business days to establish a mutually agreeable period of time reasonably necessary to overcome the effect of such failure to perform.

**31. INDEMNITY:**

**A. Definitions:**

- i. "Indemnified Claims" shall include any and all claims, demands, suits, causes of action, judgments and liability of every character, type or description, including all reasonable costs and expenses of litigation, mediation or other alternate dispute resolution mechanism, including attorney and other professional fees for:
  - (1) damage to or loss of the property of any person (including, but not limited to the City, the Contractor, their respective agents, officers, employees and subcontractors; the officers, agents, and employees of such subcontractors; and third parties); and/or
  - (2) death, bodily injury, illness, disease, worker's compensation, loss of services, or loss of income or wages to any person (including but not limited to the agents, officers and employees of the City, the Contractor, the Contractor's subcontractors, and third parties),
- ii. "Fault" shall include the sale of defective or non-conforming Deliverables, negligence, willful misconduct, or a breach of any legally imposed strict liability standard.

**B. THE CONTRACTOR SHALL DEFEND (AT THE OPTION OF THE CITY), INDEMNIFY, AND HOLD THE CITY, ITS SUCCESSORS, ASSIGNS, OFFICERS, EMPLOYEES AND ELECTED OFFICIALS HARMLESS FROM AND AGAINST ALL INDEMNIFIED CLAIMS DIRECTLY ARISING OUT OF, INCIDENT TO, CONCERNING OR RESULTING FROM THE FAULT OF THE CONTRACTOR, OR THE CONTRACTOR'S AGENTS, EMPLOYEES OR SUBCONTRACTORS, IN THE PERFORMANCE OF THE CONTRACTOR'S OBLIGATIONS UNDER THE CONTRACT. NOTHING HEREIN SHALL BE DEEMED TO LIMIT THE RIGHTS OF THE CITY OR THE CONTRACTOR (INCLUDING, BUT NOT LIMITED TO, THE RIGHT TO SEEK CONTRIBUTION) AGAINST ANY THIRD PARTY WHO MAY BE LIABLE FOR AN INDEMNIFIED CLAIM.**

**32. INSURANCE: (reference Section 0400 for specific coverage requirements). The following insurance requirement applies. (Revised March 2013).**

**A. General Requirements.**

- i. The Contractor shall at a minimum carry insurance in the types and amounts indicated in Section 0400, Supplemental Purchase Provisions, for the duration of the Contract, including extension options and hold over periods, and during any warranty period.
- ii. The Contractor shall provide Certificates of Insurance with the coverages and endorsements required in Section 0400, Supplemental Purchase Provisions, to the City as verification of coverage prior to contract execution and within fourteen (14) calendar days after written request from the City. Failure to provide the required Certificate of Insurance may subject the Offer to disqualification from consideration for award. The Contractor must also forward a Certificate of Insurance to the City whenever a previously identified policy period has expired, or an extension option or hold over period is exercised, as verification of continuing coverage.
- iii. The Contractor shall not commence work until the required insurance is obtained and until such insurance has been reviewed by the City. Approval of insurance by the City shall not relieve or decrease the liability of the Contractor hereunder and shall not be construed to be a limitation of liability on the part of the Contractor.
- iv. The City may request that the Contractor submit certificates of insurance to the City for all subcontractors prior to the subcontractors commencing work on the project.
- v. The Contractor's and all subcontractors' insurance coverage shall be written by companies licensed to do business in the State of Texas at the time the policies are issued and shall be written by companies with A.M. Best ratings of B+VII or better.

**CITY OF AUSTIN  
PURCHASING OFFICE  
STANDARD PURCHASE TERMS AND CONDITIONS**

- vi. The "other" insurance clause shall not apply to the City where the City is an additional insured shown on any policy. It is intended that policies required in the Contract, covering both the City and the Contractor, shall be considered primary coverage as applicable.
- vii. If insurance policies are not written for amounts specified in Section 0400, Supplemental Purchase Provisions, the Contractor shall carry Umbrella or Excess Liability Insurance for any differences in amounts specified. If Excess Liability Insurance is provided, it shall follow the form of the primary coverage.
- viii. The City shall be entitled, upon request, at an agreed upon location, and without expense, to review certified copies of policies and endorsements thereto and may make any reasonable requests for deletion or revision or modification of particular policy terms, conditions, limitations, or exclusions except where policy provisions are established by law or regulations binding upon either of the parties hereto or the underwriter on any such policies.
- ix. The City reserves the right to review the insurance requirements set forth during the effective period of the Contract and to make reasonable adjustments to insurance coverage, limits, and exclusions when deemed necessary and prudent by the City based upon changes in statutory law, court decisions, the claims history of the industry or financial condition of the insurance company as well as the Contractor.
- x. The Contractor shall not cause any insurance to be canceled nor permit any insurance to lapse during the term of the Contract or as required in the Contract.
- xi. The Contractor shall be responsible for premiums, deductibles and self-insured retentions, if any, stated in policies. Self-insured retentions shall be disclosed on the Certificate of Insurance.
- xii. The Contractor shall provide the City thirty (30) calendar days' written notice of erosion of the aggregate limits below occurrence limits for all applicable coverages indicated within the Contract.
- xiii. The insurance coverages specified in Section 0400, Supplemental Purchase Provisions, are required minimums and are not intended to limit the responsibility or liability of the Contractor.

**B. Specific Coverage Requirements: Specific insurance requirements are contained in Section 0400, Supplemental Purchase Provisions**

- 33. **CLAIMS:** If any claim, demand, suit, or other action is asserted against the Contractor which arises under or concerns the Contract, or which could have a material adverse affect on the Contractor's ability to perform thereunder, the Contractor shall give written notice thereof to the City within ten (10) calendar days after receipt of notice by the Contractor. Such notice to the City shall state the date of notification of any such claim, demand, suit, or other action; the names and addresses of the claimant(s); the basis thereof; and the name of each person against whom such claim is being asserted. Such notice shall be delivered personally or by mail and shall be sent to the City and to the Austin City Attorney. Personal delivery to the City Attorney shall be to City Hall, 301 West 2<sup>nd</sup> Street, 4<sup>th</sup> Floor, Austin, Texas 78701, and mail delivery shall be to P.O. Box 1088, Austin, Texas 78767.
- 34. **NOTICES:** Unless otherwise specified, all notices, requests, or other communications required or appropriate to be given under the Contract shall be in writing and shall be deemed delivered three (3) business days after postmarked if sent by U.S. Postal Service Certified or Registered Mail, Return Receipt Requested. Notices delivered by other means shall be deemed delivered upon receipt by the addressee. Routine communications may be made by first class mail, facsimile, email, or other commercially accepted means. Notices to the Contractor shall be sent to the address specified in the Contractor's Offer, or at such other address as a party may notify the other in writing. Notices to the City shall be addressed to the City at P.O. Box 1088, Austin, Texas 78767 and marked to the attention of the Contract Administrator.
- 35. **RIGHTS TO BID, PROPOSAL AND CONTRACTUAL MATERIAL:** All material submitted by the Contractor to the City shall become property of the City upon receipt. Any portions of such material claimed by the Contractor to be proprietary must be clearly marked as such. Determination of the public nature of the material is subject to the Texas Public Information Act, Chapter 552, Texas Government Code.
- 36. **NO WARRANTY BY CITY AGAINST INFRINGEMENTS:** The Contractor represents and warrants to the City that: (i) the Contractor shall provide the City good and indefeasible title to the Deliverables and (ii) the Deliverables supplied by the Contractor in accordance with the specifications in the Contract will not infringe, directly or contributorily, any patent, trademark, copyright, trade secret, or any other intellectual property right of any kind of any third party; that no claims have been made by any person or entity with respect to the ownership or operation of the

**CITY OF AUSTIN  
PURCHASING OFFICE  
STANDARD PURCHASE TERMS AND CONDITIONS**

Deliverables and the Contractor does not know of any valid basis for any such claims. The Contractor shall, at its sole expense, defend, indemnify, and hold the City harmless from and against all liability, damages, and costs (including court costs and reasonable fees of attorneys and other professionals) arising out of or resulting from: (i) any claim that the City's exercise anywhere in the world of the rights associated with the City's ownership, and if applicable, license rights, and its use of the Deliverables infringes the intellectual property rights of any third party; or (ii) the Contractor's breach of any of Contractor's representations or warranties stated in this Contract. In the event of any such claim, the City shall have the right to monitor such claim or at its option engage its own separate counsel to act as co-counsel on the City's behalf. Further, Contractor agrees that the City's specifications regarding the Deliverables shall in no way diminish Contractor's warranties or obligations under this paragraph and the City makes no warranty that the production, development, or delivery of such Deliverables will not impact such warranties of Contractor.

37. **CONFIDENTIALITY:** In order to provide the Deliverables to the City, Contractor may require access to certain of the City's and/or its licensors' confidential information (including inventions, employee information, trade secrets, confidential know-how, confidential business information, and other information which the City or its licensors consider confidential) (collectively, "Confidential Information"). Contractor acknowledges and agrees that the Confidential Information is the valuable property of the City and/or its licensors and any unauthorized use, disclosure, dissemination, or other release of the Confidential Information will substantially injure the City and/or its licensors. The Contractor (including its employees, subcontractors, agents, or representatives) agrees that it will maintain the Confidential Information in strict confidence and shall not disclose, disseminate, copy, divulge, recreate, or otherwise use the Confidential Information without the prior written consent of the City or in a manner not expressly permitted under this Agreement, unless the Confidential Information is required to be disclosed by law or an order of any court or other governmental authority with proper jurisdiction, provided the Contractor promptly notifies the City before disclosing such information so as to permit the City reasonable time to seek an appropriate protective order. The Contractor agrees to use protective measures no less stringent than the Contractor uses within its own business to protect its own most valuable information, which protective measures shall under all circumstances be at least reasonable measures to ensure the continued confidentiality of the Confidential Information.
38. **PUBLICATIONS:** All published material and written reports submitted under the Contract must be originally developed material unless otherwise specifically provided in the Contract. When material not originally developed is included in a report in any form, the source shall be identified.
39. **ADVERTISING:** The Contractor shall not advertise or publish, without the City's prior consent, the fact that the City has entered into the Contract, except to the extent required by law.
40. **NO CONTINGENT FEES:** The Contractor warrants that no person or selling agency has been employed or retained to solicit or secure the Contract upon any agreement or understanding for commission, percentage, brokerage, or contingent fee, excepting bona fide employees of bona fide established commercial or selling agencies maintained by the Contractor for the purpose of securing business. For breach or violation of this warranty, the City shall have the right, in addition to any other remedy available, to cancel the Contract without liability and to deduct from any amounts owed to the Contractor, or otherwise recover, the full amount of such commission, percentage, brokerage or contingent fee.
41. **GRATUITIES:** The City may, by written notice to the Contractor, cancel the Contract without liability if it is determined by the City that gratuities were offered or given by the Contractor or any agent or representative of the Contractor to any officer or employee of the City of Austin with a view toward securing the Contract or securing favorable treatment with respect to the awarding or amending or the making of any determinations with respect to the performing of such contract. In the event the Contract is canceled by the City pursuant to this provision, the City shall be entitled, in addition to any other rights and remedies, to recover or withhold the amount of the cost incurred by the Contractor in providing such gratuities.
42. **PROHIBITION AGAINST PERSONAL INTEREST IN CONTRACTS:** No officer, employee, independent consultant, or elected official of the City who is involved in the development, evaluation, or decision-making process of the performance of any solicitation shall have a financial interest, direct or indirect, in the Contract resulting from that solicitation. Any willful violation of this section shall constitute impropriety in office, and any officer or employee guilty

**CITY OF AUSTIN  
PURCHASING OFFICE  
STANDARD PURCHASE TERMS AND CONDITIONS**

thereof shall be subject to disciplinary action up to and including dismissal. Any violation of this provision, with the knowledge, expressed or implied, of the Contractor shall render the Contract voidable by the City.

43. **INDEPENDENT CONTRACTOR:** The Contract shall not be construed as creating an employer/employee relationship, a partnership, or a joint venture. The Contractor's services shall be those of an independent contractor. The Contractor agrees and understands that the Contract does not grant any rights or privileges established for employees of the City.
44. **ASSIGNMENT-DELEGATION:** The Contract shall be binding upon and enure to the benefit of the City and the Contractor and their respective successors and assigns, provided however, that no right or interest in the Contract shall be assigned and no obligation shall be delegated by the Contractor without the prior written consent of the City. Any attempted assignment or delegation by the Contractor shall be void unless made in conformity with this paragraph. The Contract is not intended to confer rights or benefits on any person, firm or entity not a party hereto; it being the intention of the parties that there be no third party beneficiaries to the Contract.
45. **WAIVER:** No claim or right arising out of a breach of the Contract can be discharged in whole or in part by a waiver or renunciation of the claim or right unless the waiver or renunciation is supported by consideration and is in writing signed by the aggrieved party. No waiver by either the Contractor or the City of any one or more events of default by the other party shall operate as, or be construed to be, a permanent waiver of any rights or obligations under the Contract, or an express or implied acceptance of any other existing or future default or defaults, whether of a similar or different character.
46. **MODIFICATIONS:** The Contract can be modified or amended only by a writing signed by both parties. No pre-printed or similar terms on any the Contractor invoice, order or other document shall have any force or effect to change the terms, covenants, and conditions of the Contract.
47. **INTERPRETATION:** The Contract is intended by the parties as a final, complete and exclusive statement of the terms of their agreement. No course of prior dealing between the parties or course of performance or usage of the trade shall be relevant to supplement or explain any term used in the Contract. Although the Contract may have been substantially drafted by one party, it is the intent of the parties that all provisions be construed in a manner to be fair to both parties, reading no provisions more strictly against one party or the other. Whenever a term defined by the Uniform Commercial Code, as enacted by the State of Texas, is used in the Contract, the UCC definition shall control, unless otherwise defined in the Contract.
48. **DISPUTE RESOLUTION:**
- A. If a dispute arises out of or relates to the Contract, or the breach thereof, the parties agree to negotiate prior to prosecuting a suit for damages. However, this section does not prohibit the filing of a lawsuit to toll the running of a statute of limitations or to seek injunctive relief. Either party may make a written request for a meeting between representatives of each party within fourteen (14) calendar days after receipt of the request or such later period as agreed by the parties. Each party shall include, at a minimum, one (1) senior level individual with decision-making authority regarding the dispute. The purpose of this and any subsequent meeting is to attempt in good faith to negotiate a resolution of the dispute. If, within thirty (30) calendar days after such meeting, the parties have not succeeded in negotiating a resolution of the dispute, they will proceed directly to mediation as described below. Negotiation may be waived by a written agreement signed by both parties, in which event the parties may proceed directly to mediation as described below.
- B. If the efforts to resolve the dispute through negotiation fail, or the parties waive the negotiation process, the parties may select, within thirty (30) calendar days, a mediator trained in mediation skills to assist with resolution of the dispute. Should they choose this option, the City and the Contractor agree to act in good faith in the selection of the mediator and to give consideration to qualified individuals nominated to act as mediator. Nothing in the Contract prevents the parties from relying on the skills of a person who is trained in the subject matter of the dispute or a contract interpretation expert. If the parties fail to agree on a mediator within thirty (30) calendar days of initiation of the mediation process, the mediator shall be selected by the Travis County Dispute Resolution Center (DRC). The parties agree to participate in mediation in good faith for up to thirty (30) calendar days from the date of the first mediation session. The City and the Contractor will share the

**CITY OF AUSTIN  
PURCHASING OFFICE  
STANDARD PURCHASE TERMS AND CONDITIONS**

mediator's fees equally and the parties will bear their own costs of participation such as fees for any consultants or attorneys they may utilize to represent them or otherwise assist them in the mediation.

49. **JURISDICTION AND VENUE:** The Contract is made under and shall be governed by the laws of the State of Texas, including, when applicable, the Uniform Commercial Code as adopted in Texas, V.T.C.A., Bus. & Comm. Code, Chapter 1, excluding any rule or principle that would refer to and apply the substantive law of another state or jurisdiction. All issues arising from this Contract shall be resolved in the courts of Travis County, Texas and the parties agree to submit to the exclusive personal jurisdiction of such courts. The foregoing, however, shall not be construed or interpreted to limit or restrict the right or ability of the City to seek and secure injunctive relief from any competent authority as contemplated herein.
50. **INVALIDITY:** The invalidity, illegality, or unenforceability of any provision of the Contract shall in no way affect the validity or enforceability of any other portion or provision of the Contract. Any void provision shall be deemed severed from the Contract and the balance of the Contract shall be construed and enforced as if the Contract did not contain the particular portion or provision held to be void. The parties further agree to reform the Contract to replace any stricken provision with a valid provision that comes as close as possible to the intent of the stricken provision. The provisions of this section shall not prevent this entire Contract from being void should a provision which is the essence of the Contract be determined to be void.
51. **HOLIDAYS:** The following holidays are observed by the City:

<u>Holiday</u>	<u>Date Observed</u>
New Year's Day	January 1
Martin Luther King, Jr.'s Birthday	Third Monday in January
President's Day	Third Monday in February
Memorial Day	Last Monday in May
Independence Day	July 4
Labor Day	First Monday in September
Veteran's Day	November 11
Thanksgiving Day	Fourth Thursday in November
Friday after Thanksgiving	Friday after Thanksgiving
Christmas Eve	December 24
Christmas Day	December 25

If a Legal Holiday falls on Saturday, it will be observed on the preceding Friday. If a Legal Holiday falls on Sunday, it will be observed on the following Monday.

52. **SURVIVABILITY OF OBLIGATIONS:** All provisions of the Contract that impose continuing obligations on the parties, including but not limited to the warranty, indemnity, and confidentiality obligations of the parties, shall survive the expiration or termination of the Contract.
53. **NON-SUSPENSION OR DEBARMENT CERTIFICATION:** The City of Austin is prohibited from contracting with or making prime or sub-awards to parties that are suspended or debarred or whose principals are suspended or debarred from Federal, State, or City of Austin Contracts. By accepting a Contract with the City, the Vendor certifies that its firm and its principals are not currently suspended or debarred from doing business with the Federal Government, as indicated by the General Services Administration List of Parties Excluded from Federal Procurement and Non-Procurement Programs, the State of Texas, or the City of Austin.

**CITY OF AUSTIN  
PURCHASING OFFICE  
STANDARD PURCHASE TERMS AND CONDITIONS**

**54. EQUAL OPPORTUNITY**

- A. **Equal Employment Opportunity**: No Offeror, or Offeror's agent, shall engage in any discriminatory employment practice as defined in Chapter 5-4 of the City Code. No Offer submitted to the City shall be considered, nor any Purchase Order issued, or any Contract awarded by the City unless the Offeror has executed and filed with the City Purchasing Office a current Non-Discrimination Certification. Non-compliance with Chapter 5-4 of the City Code may result in sanctions, including termination of the contract and the Contractor's suspension or debarment from participation on future City contracts until deemed compliant with Chapter 5-4.
- B. **Americans with Disabilities Act (ADA) Compliance**: No Offeror, or Offeror's agent, shall engage in any discriminatory employment practice against individuals with disabilities as defined in the ADA.

**55. BUY AMERICAN ACT-SUPPLIES (Applicable to certain Federally funded requirements)**

- A. Definitions. As used in this paragraph –
- i. "Component" means an article, material, or supply incorporated directly into an end product.
  - ii. "Cost of components" means -
    - (1) For components purchased by the Contractor, the acquisition cost, including transportation costs to the place of incorporation into the end product (whether or not such costs are paid to a domestic firm), and any applicable duty (whether or not a duty-free entry certificate is issued); or
    - (2) For components manufactured by the Contractor, all costs associated with the manufacture of the component, including transportation costs as described in paragraph (1) of this definition, plus allocable overhead costs, but excluding profit. Cost of components does not include any costs associated with the manufacture of the end product.
  - iii. "Domestic end product" means-
    - (1) An unmanufactured end product mined or produced in the United States; or
    - (2) An end product manufactured in the United States, if the cost of its components mined, produced, or manufactured in the United States exceeds 50 percent of the cost of all its components. Components of foreign origin of the same class or kind as those that the agency determines are not mined, produced, or manufactured in sufficient and reasonably available commercial quantities of a satisfactory quality are treated as domestic. Scrap generated, collected, and prepared for processing in the United States is considered domestic.
  - iv. "End product" means those articles, materials, and supplies to be acquired under the contract for public use.
  - v. "Foreign end product" means an end product other than a domestic end product.
  - vi. "United States" means the 50 States, the District of Columbia, and outlying areas.
- B. The Buy American Act (41 U.S.C. 10a – 10d) provides a preference for domestic end products for supplies acquired for use in the United States.
- C. The City does not maintain a list of foreign articles that will be treated as domestic for this Contract; but will consider for approval foreign articles as domestic for this product if the articles are on a list approved by another Governmental Agency. The Offeror shall submit documentation with their Offer demonstrating that the article is on an approved Governmental list.
- D. The Contractor shall deliver only domestic end products except to the extent that it specified delivery of foreign end products in the provision of the Solicitation entitled "Buy American Act Certificate".

**CITY OF AUSTIN  
PURCHASING OFFICE  
SUPPLEMENTAL PURCHASE PROVISIONS**

The following Supplemental Purchasing Provisions apply to this solicitation:

1. **EXPLANATIONS OR CLARIFICATIONS** (reference paragraph 5 in Section 0200)

All requests for explanations or clarifications must be submitted in writing to the Purchasing Office at least five (5) days prior to the bid opening date either via Fax, (512) 974-2388 or email, [steven.cocke@austintexas.gov](mailto:steven.cocke@austintexas.gov).

2. **ALTERNATE BIDS/QUOTES** (reference paragraph 7A in Section 0200)

Alternate Bids/Quotes will be considered.

3. **INSURANCE**. Insurance is required for this solicitation.

A. **General Requirements**. See Section 0300, Standard Purchase Terms and Conditions, paragraph 32, entitled Insurance, for general insurance requirements.

- i. The Contractor shall provide a Certificate of Insurance as verification of coverages required below to the City at the below address prior to contract execution and within 14 calendar days after written request from the City. Failure to provide the required Certificate of Insurance may subject the Offer to disqualification from consideration for award
- ii. The Contractor shall not commence work until the required insurance is obtained and until such insurance has been reviewed by the City. Approval of insurance by the City shall not relieve or decrease the liability of the Contractor hereunder and shall not be construed to be a limitation of liability on the part of the Contractor.
- iii. The Contractor must also forward a Certificate of Insurance to the City whenever a previously identified policy period has expired, or an extension option or holdover period is exercised, as verification of continuing coverage.
- iv. The Certificate of Insurance, and updates, shall be mailed to the following address:

City of Austin Purchasing Office  
P. O. Box 1088  
Austin, Texas 78767

B. **Specific Coverage Requirements**. The Contractor shall at a minimum carry insurance in the types and amounts indicated below for the duration of the Contract, including extension options and hold over periods, and during any warranty period. These insurance coverages are required minimums and are not intended to limit the responsibility or liability of the Contractor.

- i. **Worker's Compensation and Employers' Liability Insurance**. Coverage shall be consistent with statutory benefits outlined in the Texas Worker's Compensation Act (Section 401). The minimum policy limits for Employer's Liability are \$100,000 bodily injury each accident, \$500,000 bodily injury by disease policy limit and \$100,000 bodily injury by disease each employee.
  - (1) The Contractor's policy shall apply to the State of Texas and include these endorsements in favor of the City of Austin:
    - (a) Waiver of Subrogation, Form WC 420304, or equivalent coverage



**CITY OF AUSTIN  
PURCHASING OFFICE  
SUPPLEMENTAL PURCHASE PROVISIONS**

- (b) Thirty (30) days Notice of Cancellation, Form WC 420601, or equivalent coverage
- ii. Commercial General Liability Insurance. The minimum bodily injury and property damage per occurrence are \$500,000 for coverages A (Bodily Injury and Property Damage) and B (Personal and Advertising Injury).
  - (1) The policy shall contain the following provisions:
    - (a) Contractual liability coverage for liability assumed under the Contract and all other Contracts related to the project.
    - (b) Contractor/Subcontracted Work.
    - (c) Products/Completed Operations Liability for the duration of the warranty period.
    - (d) If the project involves digging or drilling provisions must be included that provide Explosion, Collapse, and/or Underground Coverage (X,C,U).
  - (2) The policy shall also include these endorsements in favor of the City of Austin:
    - (a) Waiver of Subrogation, Endorsement CG 2404, or equivalent coverage
    - (b) Thirty (30) days Notice of Cancellation, Endorsement CG 0205, or equivalent coverage
    - (c) The City of Austin listed as an additional insured, Endorsement CG 2010, or equivalent coverage
- iii. Business Automobile Liability Insurance. The Contractor shall provide coverage for all owned, non-owned and hired vehicles with a minimum combined single limit of \$500,000 per occurrence for bodily injury and property damage. Alternate acceptable limits are \$250,000 bodily injury per person, \$500,000 bodily injury per occurrence and at least \$100,000 property damage liability per accident.
  - (1) The policy shall include these endorsements in favor of the City of Austin:
    - (a) Waiver of Subrogation, Endorsement TE 2046A, or equivalent coverage
    - (b) Thirty (30) days Notice of Cancellation, Endorsement TE 0202A, or equivalent coverage
    - (c) The City of Austin listed as an additional insured, Endorsement TE 9901B, or equivalent coverage.
- C. Endorsements. The specific insurance coverage endorsements specified above, or their equivalents must be provided. In the event that endorsements, which are the equivalent of the required coverage, are proposed to be substituted for the required coverage, copies of the equivalent endorsements must be provided for the City's review and approval.

**4. TERM OF CONTRACT**

- A. The Contract shall be in effect for an initial term of 36 months and may be extended thereafter for up to 3 additional 12 month periods, subject to the approval of the Contractor and the City Purchasing Officer or his designee.
- B. Upon expiration of the initial term or period of extension, the Contractor agrees to hold over under the terms and conditions of this agreement for such a period of time as is reasonably necessary to re-solicit and/or complete the project (not to exceed 120 days unless mutually agreed on in writing).
- C. Upon written notice to the Contractor from the City's Purchasing Officer or his designee and acceptance of the Contractor, the term of this contract shall be extended on the same terms and conditions for an additional period as indicated in paragraph A above. A price increase, subject to the

**CITY OF AUSTIN  
PURCHASING OFFICE  
SUPPLEMENTAL PURCHASE PROVISIONS**

provisions of this Contract, may be requested by the Contractor (for each period of extension) for approval by the City's Purchasing Officer or his designee.

THIS IS A 36 MONTH CONTRACT.

FIRM PRICES ARE TO BE SUBMITTED FOR THE FIRST TWELVE (12) MONTH PERIOD

**5. QUANTITIES**

The quantities listed herein are estimates for the period of the Contract. The City reserves the right to purchase more or less of these quantities as may be required during the Contract term. Quantities will be as needed and specified by the City for each order. Unless specified in the solicitation, there are no minimum order quantities.

**6. DELIVERY REQUIREMENTS**

Location:

Days M-F \_\_\_\_\_

WATERSHED PROTECTION

FIELD OPERATIONS

6301-A HAROLD CT

AUSTIN TX 78721-2727

- A. Unless requested by the City, deliveries shall not be made on City-recognized legal holidays (see paragraph 52 in Section 0300).

**7. INVOICES and PAYMENT** (reference paragraphs 12 and 13 in Section 0300)

- A. Invoices shall contain a non-duplicated invoice number and the information required in Section 0300, paragraph 12, entitled "Invoices." Invoices received without all required information cannot be processed and will be returned to the vendor.

Invoices shall be mailed to the below address:

	City of Austin
Department	Watershed Protection
Attn:	505 Barton Springs Rd., Ste. #1200
Address	Austin, TX 78704
City, State Zip Code	Donna-Lee Bliss

- B. The Contractor agrees to accept payment by either credit card, check or Electronic Funds Transfer (EFT) for all goods and/or services provided under the Contract. The Contractor shall factor the cost of processing credit card payments into the Offer. There shall be no additional charges, surcharges, or penalties to the City for payments made by credit card.

**CITY OF AUSTIN  
PURCHASING OFFICE  
SUPPLEMENTAL PURCHASE PROVISIONS**

**8. LIVING WAGES AND BENEFITS (applicable to procurements involving the use of labor)**

- A. In order to help assure low employee turnover, quality services, and to reduce costs for health care provided to uninsured citizens, the Austin City Council is committed to ensuring fair compensation for City employees and those persons employed elsewhere in Austin. This commitment has been supported by actions to establish a “living wage” and affordable health care protection. Currently, the minimum wage for City employees is \$11.00 per hour. This minimum wage is required for any Contractor employee directly assigned to this City Contract, unless Published Wage Rates are included in this solicitation. In addition, the City may stipulate higher wage rates in certain solicitations in order to assure quality and continuity of service.
- B. Additionally, the City provides health insurance for its employees, and for a nominal rate, employees may obtain coverage for their family members. Contractors must offer health insurance with optional family coverage for all Contractor employees directly assigned to this contract. Proof of the health care plan shall be provided prior to award of a Contract. In addition, an insurance certificate for Workers’ Compensation Insurance Coverage must be provided if required by the solicitation.
- C. The City requires Contractors submitting Offers on this Contract to provide a signed certification (**see the Living Wages and Benefits Contractor Certification included in the Solicitation**) with their Offer certifying that all employees directly assigned to this City Contract will be paid a minimum living wage equal to or greater than \$11.00 per hour and are offered a health care plan. The certification shall include a list of all employees directly assigned to providing services under the resultant contract including their name and job title. The list shall be updated and provided to the City as necessary throughout the term of the Contract.
- D. The Contractor shall maintain throughout the term of the resultant contract basic employment and wage information for each employee as required by the Fair Labor Standards Act (FLSA). Basic employment records shall at a minimum include:
  - i. employee’s full name, as used for social security purposes, and on the same record, the employee’s identifying symbol or number if such is used in place of name on any time, work, or payroll records;
  - ii. time and date of week when employee’s workweek begins;
  - iii. hours worked each day and total hours worked each workweek;
  - iv. basis on which employee’s wages are paid;
  - v. regular hourly pay rate;
  - vi. total daily or weekly straight-time earnings;
  - vii. total overtime earnings for the workweek;
  - viii. all additions to or deductions from the employee’s wages;
  - ix. total wages paid each pay period; and
  - x. date of payment and the pay period covered by the payment.
- E. The Contractor shall provide with the first invoice and as requested by the Department’s Contract Manager, individual Employee Certifications (**see the Living Wages and Benefits Employee Certification included in the Solicitation**) for all employees directly assigned to the contract containing:
  - i. the employee’s name and job title;
  - ii. a statement certifying that the employee is paid at a rate equal to or greater than the Living Wage of \$11.00 per hour;
  - iii. a statement certifying that the employee is offered a health care plan with optional family coverage.

**CITY OF AUSTIN  
PURCHASING OFFICE  
SUPPLEMENTAL PURCHASE PROVISIONS**

Employee Certifications shall be signed by each employee directly assigned to the contract.

- A. Contractor shall submit employee certifications quarterly with the respective invoice to verify that employees are paid the Living Wage throughout the term of the contract.
- B. The Department's Contract Manager will periodically review the employee data submitted by the Contractor to verify compliance with this Living Wage provision. The City retains the right to review employee records identified in paragraph D above to verify compliance with this provision.

**9. NON-COLLUSION, NON-CONFLICT OF INTEREST, AND ANTI-LOBBYING**

- A. On November 10, 2011, the Austin City Council adopted Ordinance No. 20111110-052 amending Chapter 2.7, Article 6 of the City Code relating to Anti-Lobbying and Procurement. The policy defined in this Code applies to Solicitations for goods and/or services requiring City Council approval under City Charter Article VII, Section 15 (Purchase Procedures). During the No-Contact Period, Offerors or potential Offerors are prohibited from making a representation to anyone other than the Authorized Contact Person in the Solicitation as the contact for questions and comments regarding the Solicitation.
- B. If during the No-Contact Period an Offeror makes a representation to anyone other than the Authorized Contact Person for the Solicitation, the Offeror's Offer is disqualified from further consideration except as permitted in the Ordinance.
- C. If a Respondent has been disqualified under this article more than two times in a sixty (60) month period, the Purchasing Officer shall debar the Offeror from doing business with the City for a period not to exceed three (3) years, provided the Respondent is given written notice and a hearing in advance of the debarment.
- D. The City requires Offerors submitting Offers on this Solicitation to provide a signed Section 0810, Non-Collusion, Non-Conflict of Interest, and Anti-Lobbying Affidavit, certifying that the Offeror has not in any way directly or indirectly made representations to anyone other than the Authorized Contact Person during the No-Contact Period as defined in the Ordinance. The text of the City Ordinance is posted on the Internet at:  
<http://www.ci.austin.tx.us/edims/document.cfm?id=161145>

**10. ECONOMIC PRICE ADJUSTMENT**

- A. Price Adjustments: Prices shown in this Contract shall remain firm for the first 12 months of the Contract. After that, in recognition of the potential for fluctuation of the Contractor's cost, a price adjustment (increase or decrease) may be requested by either the City or the Contractor on the anniversary date of the Contract or as may otherwise be specified herein. The percentage change between the contract price and the requested price shall not exceed the percentage change between the specified index in effect on the date the solicitation closed and the most recent, non-preliminary data at the time the price adjustment is requested. The requested price adjustment shall not exceed percent (25 %) for any single line item and in no event shall the total amount of the contract be automatically adjusted as a result of the change in one or more line items made pursuant to this provision. Prices for products or services unaffected by verifiable cost trends shall not be subject to adjustment.
- B. Effective Date: Approved price adjustments will go into effect on the first day of the upcoming renewal period or anniversary date of contract award and remain in effect until contract expiration unless changed by subsequent amendment.

**CITY OF AUSTIN  
PURCHASING OFFICE  
SUPPLEMENTAL PURCHASE PROVISIONS**

- C. Adjustments: A request for price adjustment must be made in writing and submitted to the other Party prior to the yearly anniversary date of the Contract; adjustments may only be considered at that time unless otherwise specified herein. Requested adjustments must be solely for the purpose of accommodating changes in the Contractor's direct costs. Contractor shall provide an updated price listing once agreed to adjustment(s) have been approved by the parties.
- D. Indexes: In most cases an index from the Bureau of Labor Standards (BLS) will be utilized; however, if there is more appropriate, industry recognized standard then that index may be selected.
- i. The following definitions apply:
- (1) Base Period: Month and year of the original contracted price (the solicitation close date).
  - (2) Base Price: Initial price quoted, proposed and/or contracted per unit of measure.
  - (3) Adjusted Price: Base Price after it has been adjusted in accordance with the applicable index change and instructions provided.
  - (4) Change Factor: The multiplier utilized to adjust the Base Price to the Adjusted Price.
  - (5) Weight %: The percent of the Base Price subject to adjustment based on an index change.
- ii. Adjustment-Request Review: Each adjustment-request received will be reviewed and compared to changes in the index(es) identified below. Where applicable:
- (1) Utilize final Compilation data instead of Preliminary data
  - (2) If the referenced index is no longer available shift up to the next higher category index.

Weight % or \$ of Base Price: <b>100 %</b>	
Database Name: <b>Bureau of Labor Statistics- Producer Price Index-Commodities</b>	
Series ID: <b>WPU07</b>	
<input checked="" type="checkbox"/> Not Seasonally Adjusted	Seasonally Adjusted
Geographical Area: <b>All</b>	
Description of Series ID: <b>Rubber and plastic products</b>	
This Index shall apply to the following line items of the Bid Sheet: <b>1.1, 1.2, 1.5, 1.6, 1.7, 1.10</b>	

Weight % or \$ of Base Price: <b>100%</b>	
Database Name: <b>Bureau of Labor Statistics- Producer Price Index Industry Data</b>	
Series ID: <b>PCU3311--3311</b>	
<input checked="" type="checkbox"/> Not Seasonally Adjusted	Seasonally Adjusted
Geographical Area: <b>All</b>	
Description of Series ID: <b>Iron &amp; steel mills &amp; ferroalloy mfg</b>	
This Index shall apply to the following line items of the Bid Sheet: <b>1.13, 1.14, 1.15, 1.16</b>	

**CITY OF AUSTIN  
PURCHASING OFFICE  
SUPPLEMENTAL PURCHASE PROVISIONS**

Weight % or \$ of Base Price: 100 %	
Database Name: <b>Bureau of Labor Statistics- Producer Price Index-Commodities</b>	
Series ID: <b>WPU0849</b>	
✓ Not Seasonally Adjusted	Seasonally Adjusted
Geographical Area: <b>All</b>	
Description of Series ID: <b>Miscellaneous wood products</b>	
This Index shall apply to the following line items of the Bid Sheet: <b>1.3, 1.4, 1.8, 1.9, 1.11, 1.12</b>	

- E. Price adjustment will be calculated as follows:

Single Index: Adjust the Base Price by the same factor calculated for the index change.

Index at time of calculation
Divided by index on solicitation close date
Equals Change Factor
Multiplied by the Base Rate
Equals the Adjusted Price

- F. If the requested adjustment is not supported by the referenced index, the City, as its sole discretion, may consider approving an adjustment on fully documented market increases.

11. **INTERLOCAL PURCHASING AGREEMENTS** (applicable to competitively procured goods/services contracts).

- A. The City has entered into Interlocal Purchasing Agreements with other governmental entities, pursuant to the Interlocal Cooperation Act, Chapter 791 of the Texas Government Code. The Contractor agrees to offer the same prices and terms and conditions to other eligible governmental agencies that have an interlocal agreement with the City.
- B. The City does not accept any responsibility or liability for the purchases by other governmental agencies through an interlocal cooperative agreement.

**CITY OF AUSTIN  
PURCHASING OFFICE  
SUPPLEMENTAL PURCHASE PROVISIONS**

12. **CONTRACT MANAGER**

The following person is designated as Contract Manager, and will act as the contact point between the City and the Contractor during the term of the Contract:

Donna-Lee Bliss  
Contract Development Analyst  
Watershed Protection Department  
512-974-2530

[donna-lee.bliss@austintexas.gov](mailto:donna-lee.bliss@austintexas.gov)

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\*Note: The above listed Contract Manager is not the authorized Contact Person for purposes of the **NON-COLLUSION, NON-CONFLICT OF INTEREST, AND ANTI-LOBBYING Provision** of this Section; and therefore, contact with the Contract Manager is prohibited during the no contact period.



# CITY OF AUSTIN SPECIFICATION for EROSION CONTROL MATERIALS

## 1.0 SCOPE AND CLASSIFICATION

### 1.1 Scope

This specification describes and establishes standards for the purchase of Geosynthetic and Natural Fiber Erosion Control Materials ("Materials") for use in engineered slope stabilization and stream restoration designs. The City of Austin, Watershed Protection Department's Field Operations Division, (City"), invites bids from qualified suppliers ("Contractor"). All bidders are required to meet all specifications listed herein as minimum requirements, and are required to submit firm fixed cost for all products under the terms of this solicitation.

### 1.2 Classification

The commodities requested include synthetic geogrids for mechanically stabilized earth systems, a range of rolled erosion control products for soil retention, fiber rolls, and anchoring systems to be used by City maintenance crews who maintain flood conveyance and repair erosion in storm water open channel systems.

Date	Prepared By	Issuance/Revision	Department Approvals Using / Purchasing
04/10/97	Mike Kelly/Donna Lee Bliss	Issuance	DUD
11/29/00	Mike Kelly/Donna Lee Bliss	Revision	WPD
4/3/03	Donna Lee Bliss	Revision	WPDR
6/21/07	Morgan Byars/Donna Lee Bliss	Revision	WPDR
6/14/13	Donna-Lee Bliss/Janna Renfro	Revision	WPD

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This specification, until revised or rescinded, shall apply to each future purchase and contract for the products described herein. Retain for future reference.

## 2.0 GENERAL REQUIREMENTS

- 2.1 There shall be no minimum order quantity.
- 2.2 When the Contractor does not abide by the terms and conditions of the agreement, within ten (10) business days of City order, Contractor shall supply Materials from other sources at the agreement price. If Contractor delays in the above, City reserves the right to purchase on the open market and charge Contractor the difference between the agreement price and the purchase price, and any other cost recovery per the provisions of the Uniform Commercial Code.

## 3.0 MATERIAL REQUIREMENTS

*NOTE: When bidding alternates, Contractor shall supply technical information and samples with bid package. Failure to include this may render bid unresponsive.*

### 3.1 Biaxial Geogrid, Tensar BX 1200, or City approved equal.

Geogrid shall be a regular grid structure formed by bi-axially drawing a continuous sheet of polypropylene. It shall have aperture, rib and junction cross-sections sufficient to permit significant mechanical interlock with the material being reinforced. Minimum material requirements are listed below:

Aperture Dimensions (nominal)	1 in minimum	
Minimum Rib Thickness	0.05 in	
Tensile Strength @ 2% Strain	410 lb/ft MD Values	(ASTM D6637)
Tensile Strength @ 5% Strain	810 lb/ft MD Values	(ASTM D6637)
Ultimate Tensile Strength	1,310 lb/ft MD Values	(ASTM D6637)
Junction Efficiency	93%	(ASTM D7737-11)
Flexural Stiffness	750,000 mg-cm	(ASTM D5732-95)
Aperture Stability	0.65 m-N/deg	(GRI GG9)
Resistance to Installation Damage	95/93/90 %SC/SW/GP	(ASTM D5818)
Resistance to Long-Term Degradation	100%	(ASTM EPA 9090)
Resistance to UV Degradation	100%	(ASTM D4355)

### 3.2 Uniaxial Geogrid, Tensar UX 1400 HS, or City approved equal

Geogrid shall be a regular grid structure formed by uniaxially drawing a continuous sheet of select high-density polyethylene material and shall have aperture geometry and rib and junction cross-sections sufficient to permit significant mechanical interlock with the material being reinforced.

Tensile Strength @ 5% Strain	2,130 lb/ft MD Values	(ASTM D6637)
Ultimate Tensile Strength	4,800 lb/ft MD Values	(ASTM D6637)
Junction Strength	4520 lb/ft	
Flexural Stiffness	730,000 mg-cm	(ASTM D5732-95)
Resistance to Long-Term Degradation	100%	(ASTM EPA 9090)
Resistance to UV Degradation	95%	(ASTM D4355)
Minimum Reduction Factor:		
Installation Damage	1.05	
Creep	2.60	
Durability	1.00	

**3.3 Wood Fiber Temporary Erosion Control Blanket with all Organic Materials,**  
Western Excelsior Excel S-2 All Natural, or City approved equal.

The temporary erosion control blanket shall be constructed with a 100% aspen excelsior fiber matrix that has a design life of approximately 24 months. The excelsior shall be evenly distributed over the entire area of the mat. The blanket shall be covered on top and bottom with 100% biodegradable natural organic fiber netting woven in a 0.5 in by 1.0 in mesh. The blanket shall be sewn together on 2 inch centers with biodegradable thread. Minimum material requirements are listed below:

Thickness	0.47 in	(ASTM D6525)
Mass per Unit Area	11.5 oz/yd <sup>2</sup>	(ASTM D6475)
Water Absorption	275 %	(ASTM D1117)
Light Penetration	28 % open	(ASTM D6567)
MD Tensile Strength	16 lb/in	(ASTM D6818)
MD Elongation	20 %	(ASTM D6818)
TD Tensile Strength	11 lb/in	(ASTM D6818)
TD Elongation	20 %	(ASTM D6818)

**3.4 Coconut Fiber Temporary Erosion Control Blanket with all Organic Materials,**  
Western Excelsior CC-4 All Natural, or City approved equal.

The temporary erosion control blanket shall be constructed of 100% biodegradable materials containing 100% coconut fiber matrix and design longevity of approximately 36 months. The coconut fiber shall be evenly distributed over the entire area of the mat. The blanket shall be covered on top and bottom with 100% biodegradable natural organic fiber netting woven in a 0.7 in by 0.7 in mesh. The blanket shall be sewn together on 2 inch centers with biodegradable thread. Minimum material requirements are listed below:

Thickness	0.26 in	(ASTM D6525)
Mass per Unit Area	9.5 oz/yd <sup>2</sup>	(ASTM D6475)
Water Absorption	250 %	(ASTM D1117)
Light Penetration	15 % open	(ASTM D6567)
MD Tensile Strength	18.4 lb/in	(ASTM D6818)
MD Elongation	25 %	(ASTM D6818)
TD Tensile Strength	12.7 lb/in	(ASTM D6818)
TD Elongation	25 %	(ASTM D6818)

**3.5 Synthetic Permanent Turf Reinforcement Mat, Propex Landlok 450, or City approved equal.**

The permanent turf reinforcement mat shall be a dense web of crimped, interlocking, multi-lobed polypropylene fibers positioned between two biaxially oriented nets and mechanically bound together by parallel stitching with polypropylene thread. Materials are stabilized against chemical and ultraviolet degradation and contain no biodegradable components. Minimum material requirements are listed below:

Mass/Unit Area	10.0 oz/yd <sup>2</sup>	(ASTM D6566)
Thickness	0.40 in	(ASTM D6525)
Light Penetration	20 % (passing)	(ASTM D6567)
Tensile Strength (Grab)	400 x 300 lb/ft	(ASTM D6818)
Elongation	50 % (max)	(ASTM D6818)
Resiliency	90 %	(ASTM D6524)
Flexibility	0.026 in-lb (avg)	(ASTM D6575)
UV Resistance @ 1000 hours	80 %	(ASTM D4355)
Velocity (Vegetated)	18 ft/s	
Shear Stress (Vegetated)	10 lb/ft <sup>2</sup>	
Manning's "n" (Un-vegetated)	0.025	

**3.6 Synthetic Permanent Turf Reinforcement Mat, Propex Landlok 300, or City approved equal.**

The permanent turf reinforcement mat shall be a three dimensional, lofty, woven polypropylene geotextile. The matrix shall be composed of polypropylene monofilament yarns woven into a uniform configuration. Materials shall be stabilized against chemical and ultraviolet degradation and contain no biodegradable components. Minimum material requirements are listed below:

Mass/Unit Area	7.5 oz/yd <sup>2</sup>	(ASTM D6566)
Thickness	0.25 in	(ASTM D6525)
Light Penetration	50 % (passing)	(ASTM D6567)
Tensile Strength (Grab)	2000 x 1800 lb/ft	(ASTM D6818)
Elongation	50 % (max)	(ASTM D6818)
Resiliency	70 %	(ASTM D6524)
Flexibility	0.195 in-lb (avg)	(ASTM D6575)
UV Resistance @ 1000 hours	80 %	(ASTM D4355)
Velocity (Vegetated)	20 ft/s	
Shear Stress (Vegetated)	12 lb/ft <sup>2</sup>	
Manning's "n" (Un-vegetated)	0.03	

**3.7 Synthetic Permanent, Lightweight, Turf Reinforcement Mat, Profile Products Enkamat, or City approved equal.**

The permanent turf reinforcement mat shall be a lightweight, three-dimensional matrix of continuous monofilaments thermally fused at their intersections. The TRM shall provide an open substrate to allow for soil, mulch, and root interaction once applied with hydraulically applied flexible growth medium (FGM). The system shall provide permanent erosion control for channels and banks with the following minimum properties:

Tensile Strength	150 lb/ft	(ASTM D6818)
Mass per Unit Area	5 oz/ yd <sup>2</sup>	(ASTM D6566)
Thickness	0.30 inches	(ASTM D6525)
UV Stability	800 @ 2000 hrs	(ASTM D4355)
Resiliency	80%	(ASTM D3524)

**3.8 Hydraulically-Applied, Biodegradable, High Performance Flexible Growth Medium, Profile Products Flexterra HP-FGM, or City approved equal.**

Material shall be hydraulically-applied, 100% biodegradable, high performance, flexible growth medium (FGM) composed of thermally processed wood fibers, crimped interlocking man-made biodegradable fibers, mineral activators, naturally derived cross-linked biopolymers and water absorbents. The FGM is phytosanitized, free from plastic netting, requires no curing period and upon application forms and intimate bond with the soil surface to create a continuous, porous, absorbent, and flexible erosion resistant blanket that allows for rapid germination and accelerated plant growth. The material shall meet the following minimum performance specifications when applied at a rate of 3500 lbs per acre:

Mass per Unit Area	12 oz/ yd <sup>2</sup>	(ASTM D6566)
Thickness	0.22 inches	(ASTM D6525)
Wet Bond Strength	9 lb/ft	(ASTM D6818)
Ground Cover	99%	(ASTM D6567)
Water Holding Capacity	1700%	(ASTM D7367)
Vegetation Establishment	800%	(ASTM D7322)
Functional Longevity	Up to 18 months	(ASTM D5338)
Biodegradability	100%	(ASTM D5338)

**3.9 Hydraulically-Applied, Biodegradable, Extended Term, Flexible Growth Medium, Profile Products CocoFlex ET-FGM, or City approved equal.**

Material shall be hydraulically-applied, 100% biodegradable, extended term, flexible growth medium (FGM) composed of thermally processed wood fibers, crimped interlocking man-made biodegradable fibers, mineral activators, naturally derived cross-linked biopolymers and water absorbents. The FGM is free from plastic netting, requires no curing period and upon application forms and intimate bond with the soil surface to create a continuous, porous, absorbent, and flexible erosion resistant blanket that allows for rapid germination and accelerated plant growth. The material shall meet the following minimum performance specifications when applied at a rate of 3500 lbs per acre:

Mass per Unit Area	11 oz/ yd <sup>2</sup>	(ASTM D6566)
Thickness	0.23 inches	(ASTM D6525)
Ground Cover	99%	(ASTM D6567)
Water Holding Capacity	1500%	(ASTM D7367)
Vegetation Establishment	511%	(ASTM D7322)
Functional Longevity	Up to 24 months	(ASTM D5338)
Biodegradability	100%	(ASTM D5338)
Shear Stress	1.6 lb/ft <sup>2</sup>	(ASTM D7207)

**3.10 Filter Fabric, 8 oz. non-woven, TenCate Mirafi 180N, or City approved equal.**

The fabric shall conform to City of Austin Specification 620S except as otherwise noted herein. The fabric shall be constructed exclusively of synthetic thermoplastic non-woven fibers to form a mat of uniform quality. Fabric fibers shall be discontinuous and oriented in a random pattern throughout the fabric. The fabric shall be mildew resistant, rot proof and shall be satisfactory for use in a wet soil and aggregate environment. The fabric shall contain ultraviolet stabilizers and shall have non-raveling edges. The fabric weight (mass), on an ambient temperature air-dried tension free sample, shall be 8 oz/ sq. yd.

**3.11 Coir Fiber Logs, 12" X 10', Nedia KoirLog 12HD, or City approved equal.**

Coir Fiber Logs shall be machine fabricated cylinder manufactured from 100% mattress grade, non-sorted coconut fiber, encased in a 100% coconut (coir) fiber mesh netting. Mesh shall have approximately 2" rhombic mesh openings with mesh junctions tied. The average breaking strength of the coir twine or yarn shall be a minimum of 90 lbs. Minimum diameter of the coir twine or yarn shall be 3/8 inch. Other coir log properties are listed below:

Diameter	12 in
Length	10 ft
Unit Weight	7.0 lbs/ft
Core Density	9.0 lbs/cu.ft

**3.12 Mulch Socks, 12" diameter** per City of Austin Standard Specification Item No. 648S

A mulch sock consists of mulch material encased in a tube of mesh designed to intercept, settle, and filter runoff. The mulch material shall consist of shredded bark, stump grindings, or composted bark produced from a 3-inch minus screening process. The mulch material shall not contain large portions of silts, clays, or fine sands and shall be completely free of refuse, physical contaminants, biosolids, manure, recyclable material, and material toxic to plant growth. The pH of the mulch shall be between 5.5 and 8.5. The mesh sock shall be 100% biodegradable or photodegradeable such as burlap, twine, or UV photodegradable plastic. The mesh opening shall be equal to or less than 3/8 inch and the material tensile strength shall be equal to or greater than 44 psi.

**3.13 Earth Anchors w/ cable attachment, Duckbill Earth Anchor 68-DB1, or City approved equal.**

Earth anchors made of high-impact and shock-resistant aluminum alloy shall weigh approximately 4.5 oz each with a holding power of 1100 lbs. Anchors shall include a minimum of 2.5 ft/ galvanized steel cable (1/8" X 7 X 7 GAC) with minimum strength 1700 lbs. for each earth anchor.

**3.14 Bright Spike Nails**

3/8" x 8" bright spike nails, medium to low carbon steel with a bending yield of 60,000 psi per ASTM F1667-95 Standard. Approximately 182 nails per 50 pound box.

**3.15 Fender Washers**

Washers shall be made of steel with an inner diameter of 17/32" or 1/2" bolt size aperture, outer diameter 2", with a maximum gauge thickness of 0.080" and a minimum gauge thickness of 0.051", zinc blue plated to inhibit rust and corrosion. Approximately 950 washers per 50 lb box.

**3.16 Wire Staples**

Wire staples used for anchoring soil retention blankets, sod and turf shall have two legs of equal length that are driven into the ground. The wire shall 11 gauge (0.12 inch) diameter steel wire with a 1 inch or larger throat with at least 8 inch long legs. Approximately 1000 staples per 50 lb box.



**3.17 Biodegradable Landscape Stakes**, North American Green Bio-Stake or Erosion Control Blanket GreenStake or City approved equal.

Stakes shall be a 100 % biodegradable pin designed to safely and effectively secure erosion control blankets. The biodegradable stake shall be fully degradable by biological activity within 1 to 3 years. The bio-plastic resin used in production of the biodegradable stake shall consist of a natural, completely biodegradable substance derived from renewable agricultural resources. The biodegradable stake must exhibit ample rigidity to enable being driven into hard ground, with sufficient flexibility to resist shattering. The biodegradable stake shall have adequate serrations on the leg to increase resistance to pull-out from the soil. Approximately 1000 pieces per box. The biodegradable stake shall have approximately the following dimensions:

Leg Length:	6.00 in.
Head Width:	1.25 in.
Head Thickness:	0.25 in.
Leg Width:	0.50 in.
Leg Thickness:	0.25 in. (0.64 cm)

**3.18 New vs. Used Product**

Contractor warrants that the products bid in accordance with this specification shall be new in appearance and function, and never been used. Remanufactured or refurbished products are also unacceptable.

**4.0 PERFORMANCE REQUIREMENTS**

- 4.1 Contractor shall deliver Materials within ten (10) business days of notification by City.
- 4.2 With each delivery of Material, Contractor shall furnish a shipping ticket showing the purchase order number ("DO Number"), unique ticket number that will appear on the invoice, description of item, unit of measure and quantity picked up and unit price. Price shall be indicated.
- 4.3 Contractor shall have a local stocking location. Occasionally, the City may desire to pick up the Materials if they are available prior to ten (10) business days after notification by City.
- 4.4 Contractor shall replace all non-conforming commodities within five (5) business days of notification by the City, and at no additional cost to the City.
- 4.5 Contractor's shall have continuously been in the business of providing the quantities of the commodities described herein for a minimum of three (3) years.

**5.0 CONTRACTOR REQUIREMENTS**

- 5.1 Required documents with Contractor's bid submittal package:
  - 5.1.1 Address of the pick-up location. Include this information in the space provided on the Bid Sheet, Section 0600.

- 5.1.2 Using section 0700 of this solicitation, Contractor shall provide at least five (5) references of completed projects of similar size and scope that verify satisfactory performance by Contractor. Contractor shall note current contact names, phone numbers, email addresses and company names from within the past three (3) years. References provided shall not be immediate family members of Contractor, or of any employee. Any such reference will not be considered.
- 5.1.3 Contractor shall designate at least one (1) person within the firm to act as liaison, indicating office, cell phone, or pager number for accessibility, and include this information in the space provided on the Bid Sheet, Section 0600.
- 5.2 Contractor shall not have significant performance deficiencies under City contracts in the last three (3) years, including but not limited to contract terminations for cause, failure to maintain certain insurance requirements, failure to meet minimum contract requirements, or outstanding financial obligations to City.
- 5.3 Prospective bidders shall prove beyond any doubt to the City Purchasing Officer they are duly qualified, capable, bondable, etc., to fulfill and abide by the requirements herein listed.

## 6.0 WARRANTY

The Contractor warrants it understands the scope of all applicable regulations to properly perform the work described in this Specification in full compliance with all laws, governmental regulations and orders, and in full compliance with all terms and conditions specified in permits currently held by the City for this work, as applicable to accomplishing the commodities described in this Specification.

## 7.0 INVOICING REQUIREMENTS

- 7.1 All invoices shall include, at a minimum, the following information:
  - a. Unique invoice number
  - b. Date that is no earlier than the actual pick-up or delivery date
  - c. Purchase order number
  - d. A remit to address that exactly matches Contractor's City of Austin vendor registration record.
- 7.2 Contractor shall send all invoices to the following physical or email addresses:

**Watershed Protection Department**

505 Barton Springs Rd. #1200

Austin, TX 78704

Attn: Donna-Lee Bliss

512-974-2530

[donna-lee.bliss@austintexas.gov](mailto:donna-lee.bliss@austintexas.gov)

## 8.0 CITY CONTRACT MANAGER

Donna-Lee Bliss

Contract Development Analyst

Watershed Protection Department

512-974-2530

[donna-lee.bliss@austintexas.gov](mailto:donna-lee.bliss@austintexas.gov)

## **9.0 TERMINATION OF SERVICES**

The City reserves the right, at its discretion, to terminate the contract for the following specific contract violations. Any violations omitted from this section but which clearly impair the performance of this contract may also lead to contract termination.

- 9.1 Failure of Contractor to provide ordered commodities, of the type and within the time frame established by this specification, in excess of two (2) times per six (6) month period.
- 9.3 Failure to provide proof of required insurance and failure to keep all insurance in force throughout the term of the contract including any extension thereto.
- 9.4 Failure of Contractor to perform all work in a professional manner in accordance with the standards of the industry.

**CITY OF AUSTIN, TEXAS  
Purchasing Office  
BID SHEET**

Bidder shall furnish two (2) copies of signed bid. Commodity shall be bid on the basis of FOB: Destination, freight prepaid and delivered.

**City will consider alternates. When bidding alternates, Contractor shall supply technical information and samples with bid package. Failure to include this will render bid unresponsive.**

1.0 Bidder submits the following prices for the following items:

<u>No.</u>	<u>Description</u>	<u>Annual Quantity</u>	<u>Unit Price</u>	<u>Total Price</u>
1.1	<b>Biaxial Geogrid</b> , as per attached spec, Paragraph 3.1, Tensar BX 1200 or City approved equal.	2500 sq	\$ <u>1.70</u>	\$ <u>4,250.00</u>
	Approximate Unit Size = 13.1' x 164' or 240 sq yd			
	Manufacturer and model no. bid: <u>Tensar BX 1200-450</u>			
	Unit size bid: <u>13.1' x 164' (238.71 SY)</u>			
1.2	<b>Uniaxial Geogrid</b> , as per attached specification, Paragraph 3.2, Tensar UX 1400 HS or City approved equal	1000 sq yd	\$ <u>2.25</u>	\$ <u>2,250.00</u>
	Approximate Unit Size = 4.3' x 250' or 120 sq yd			
	Manufacturer and model no. bid: <u>Tensar UX 1400 HS</u>			
	Unit size bid: <u>4.3' x 250' (119.44 SY)</u>			
1.3	<b>Wood Fiber Temporary Erosion Control Blanket with all Organic Materials</b> , as per attached specification, Paragraph 3.3, Western Excelsior Excel S-2 All Natural or City approved equal.	1500 sq yd	\$ <u>1.10</u>	\$ <u>1,650.00</u>
	Approximate Unit Size = 4' x 180' or 8' x 90' or 80 sq yd			
	Manufacturer and model no. bid: <u>Western Excelsior Excel S-2 All Natural</u>			
	Unit size bid: <u>8' x 90' (80SY) or 4' x 180' (80 SY)</u>			

- 1.4 **Coconut Fiber Temporary Erosion Control Blanket with all Organic Materials**, as per attached specification, Paragraph 3.4, Western Excelsior CC-4 All Natural or City approved equal.

2500 sq yd \$ 1.05 \$ 2,625.00

Approximate Unit Size = 8' x 112.5' or 100 sq yd

Manufacturer and model no. bid: Western Excelsior Excel CC-4 All Natural

Unit size bid: 8' x 112.5' (100 SY)

- 1.5 **Synthetic Permanent Turf Reinforcement Mat**, as per attached specification, Paragraph 3.5, Propex Landlok 450 or City approved equal.

8000 sq yd \$ 2.50 \$ 20,000.00

Approximate Unit Size = 6.5' x 138.5' or 100 sq yd

Manufacturer and model no. bid: Propex Landlok TRM 450

Unit size bid: 6.5' x 138.5' (100 SY)

- 1.6 **Synthetic Permanent Turf Reinforcement Mat**, as per attached specification, Paragraph 3.6, Propex Landlok 300 or City approved equal.

500 sq yd \$ 5.95 \$ 2,975.00

Approximate Unit Size = 8.5' x 106' or 100 sq yd

Manufacturer and model no. bid: Propex Landlok 300

Unit size bid: 8.5' x 106' (100 SY)

- 1.7 **Synthetic Permanent Turf Reinforcement Mat**, as per attached specification, Paragraph 3.7, North American Green Enkamat 7003 or City approved equal.

500 sq yd \$ 2.85 \$ 1,425.00

Approximate Unit Size = 8' x 225' or 200 sq yd

Manufacturer and model no. bid: Colbond Geosynthetics Enkamat 7003

Unit size bid: 8' x 225' (200 SY)

- 1.8 **Hydraulically-applied Erosion Control Flexible Growth Mediam**, as per attached specification, Paragraph 3.8, Profile Flexterra HP-FGM (High Performance - Flexible Growth Medium) or City approved equal.

50 bags      \$ 41.50      \$ 2,075.00

Approximate Unit Size = 50 lb bag

Manufacturer and model no. bid: Profile Products Flexterra HP-FGM

Unit size bid: 50lb. Bag

- 1.9 **Hydraulically-applied Erosion Control Flexible Growth Mediam**, as per attached specification, Paragraph 3.9, Profile CocoFlex ET-FGM (Extended Term – Flexible Growth Medium) or City approved equal.

10 bags      \$ 45.00      \$ 450.00

Approximate Unit Size = 50 lb bag

Manufacturer and model no. bid: Profile Products CocoFlex ET-FGM

Unit size bid: 50lb. Bag

- 1.10 **Filter Fabric**, 8 oz. non-woven, as per attached specification, Paragraph 3.10, TenCate Mirafi 180N or City approved equal.

6000 sq yd      \$ .905      \$ 5,430.00

Approximate Unit Size = 15' x 300' or 500 sq yd

Manufacturer and model no. bid: TenCate Mirafi 180N

Unit size bid: 15' x 300' (500 SY)

- 1.11 **Coir Fiber Logs**, 12" x 10', as per attached specification, Paragraph 3.11, Nedia KoirLog 12HD or City approved equal.

1000 ft      \$ 7.50      \$ 7,500.00

Approximate Unit Size = 12" x 10' log

Manufacturer and model no. bid: Nedia KoirLog 12 HD

Unit size bid: 12" Dia. x 10 LF

- 1.12 **Mulch Sock**, 12", as per attached specification, Paragraph 3.12, Mulch sock shall conform to the City of Austin Specification 648S. Mulch sock shall be approved by the City.

500 ft \$ 2.95 \$ 1,475.00

Approximate Unit Size = 12" dia x 10'

Manufacturer and model no. bid: Filtrex Silt Sox

Unit size bid: 12" Dia. x 85 LF

- 1.13 **Earth Anchors with cable attachment**, as per attached specification, Paragraph 3.13, Duckbill 68-DB-1 or City approved equal.

300 ea \$ 8.00 \$ 2,400.00

Approximate Unit Size = 24 piece/box

Manufacturer and model no. bid: Duckbill 68-DB-1

Unit size bid: 68-DB Aluminum Anchor Cabled with 2.5' of 1/8" Galvanized Wire Rope (24/Box)

- 1.14 **Bright Spike Nails**, 3/8" x 8", as per attached specification, Paragraph 3.14.

20,000 ea \$ .338 \$ 6,760.00

Approximate Unit Size = 182 piece/50 lb box

Manufacturer and model no. bid: Striker Fasteners Brite Spike Nails

Unit size bid: 3/8" x 8" (50lb/Box) (Approx: 182/Box)

- 1.15 **Fender Washers**, 2" OD, as per attached specification, Paragraph 3.15.

20,000 ea \$ .128 \$ 2,560.00

Approximate Unit Size = 950 piece/50 lb box

Manufacturer and model no. bid: Porteous Fastener Company Fender Washers

Unit size bid: 2" OD (50lb/Box) (Approx: 950/Box)

- 1.16 **Wire Staples**, 8" x 1", as per attached specification, Paragraph 3.16.

100,000 ea \$ .08 \$ 8,000.00

Approximate Unit Size = 1000 piece/50 lb box

Manufacturer and model no. bid: Wire Supply Products 8" Wire Staples

Unit size bid: 8" x 1" (8 ga.) (50lb/ Box) (500/Box)

- 1.17 **Biodegradable Landscape Stakes, 6"**, as per attached specification, Paragraph 2.17, North American Green Bio-Stake or Erosion Control Blanket Green Stakes (6 inch) or City approved equal.

25,000 ea \$ .0485 \$ 1,212.50

Approximate Unit Size = 1000 piece/ box

Manufacturer and model no. bid: Western Excelsior 6in Bio Stakes

Unit size bid: 6" Bio Stake (1,000/ Box)

**GRAND TOTAL OF LINE ITEMS #1.1 THROUGH 1.17: \$** 73,037.50

2. **Bidder's local address for pick-up of Materials by City, as per Paragraph 5.1.1 of the Specification:**

4417 Burleson Road, Austin, Texas 78744

3. **Bidder's SPOC, as per Paragraph 5.1.3 of the Specification:**

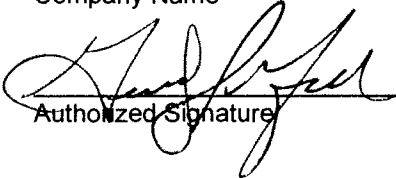
Name: Grant J. Crawford

Cell: (512) 350-6598

**NOTE: QUANTITIES INDICATED ARE ESTIAMTES. CITY IS NOT OBLIGATED TO ORDER MORE THAN CITY'S ACTUALLY REQUIRED COMMODITIES, AS DETERMINED BY NEED AND THE AVAILABILITY OF FUNDING.**

Geo-Solutions Inc.

Company Name

  
Authorized Signature

(512) 445-0796

Telephone Number



**City of Austin**  
**Purchasing Office**  
**Local Business Presence Identification Form**

A firm (Offeror or Subcontractor) is considered to have a Local Business Presence if the firm is headquartered in the Austin Corporate City Limits, or has a branch office located in the Austin Corporate City Limits in operation for the last five (5) years. The City defines headquarters as the administrative center where most of the important functions and full responsibility for managing and coordinating the business activities of the firm are located. The City defines branch office as a smaller, remotely located office that is separate from a firm's headquarters that offers the services requested and required under this solicitation.

**OFFEROR MUST SUBMIT THE FOLLOWING INFORMATION FOR EACH LOCAL BUSINESS (INCLUDING THE OFFEROR, IF APPLICABLE).**

*NOTE: ALL FIRMS MUST BE IDENTIFIED ON THE MBEWBE COMPLIANCE PLAN OR NO GOALS UTILIZATION PLAN, SECTION 0900 OF THE SOLICITATION.*

USE ADDITIONAL PAGES AS NECESSARY

**OFFEROR:**

Name of Local Firm	Geo-Solutions, Inc.					
Physical Address	7011 Bee Caves Road					
Is Firm located in the Corporate City Limits? (circle one)	<input checked="" type="checkbox"/> Yes			No		
In business at this location for past 5 yrs?	<input checked="" type="checkbox"/> Yes			No		
Location Type:	Headquarters	<input checked="" type="checkbox"/> Yes	No	Branch	Yes	No

**SUBCONTRACTOR(S):**

Name of Local Firm						
Physical Address						
Is Firm located in the Corporate City Limits? (circle one)	Yes			No		
In business at this location for past 5 yrs?	Yes			No		
Location Type:	Headquarters	Yes	No	Branch	Yes	No

**SUBCONTRACTOR(S):**

Name of Local Firm						
Physical Address						
Is Firm located in the Corporate City Limits? (circle one)	Yes			No		
In business at this location for past 5 yrs?	Yes			No		
Location Type:	Headquarters	Yes	No	Branch	Yes	No

**City of Austin  
Purchasing Office  
Local Business Presence Identification Form**

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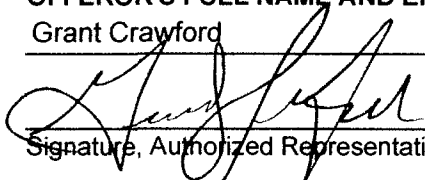
**ACKNOWLEDGEMENT**

THE STATE OF TEXAS  
COUNTY OF TRAVIS

I certify that my responses and the information provided on **Form 0605** are true and correct to the best of my personal knowledge and belief and that I have made no willful misrepresentations in this Section, nor have I withheld any relevant information in my statements and answers to questions. I am aware that any information given by me in this Section may be investigated and I hereby give my full permission for any such investigation and I fully acknowledge that any misrepresentations or omissions in my responses and information may cause my offer to be rejected.

**OFFEROR'S FULL NAME AND ENTITY STATUS:**

Grant Crawford



Signature, Authorized Representative of Offeror

Sales Representative

Title

07/16/2014

Date

**END**

**CITY OF AUSTIN  
PURCHASING OFFICE  
REFERENCE SHEET**

**Please Complete and Return This Form with the Offer**

Solicitation Number:

Offeror's Name

Date

The Offeror shall furnish, with the Offer, the following information, for at least  recent customers to whom products and/or services have been provided that are similar to those required by this Solicitation.

To add additional references to this form, click the Add Reference Button.

**Add Reference**

Company's Name	<input type="text" value="Austin Filter Systems"/>		
Name of Contact	<input type="text" value="Mark Toungate"/>	Contact Title	<input type="text" value="President"/>
Present Address	<input type="text" value="13653 Rutledge Spur"/>		
City	<input type="text" value="Austin"/>	State	<input type="text" value="Texas"/> Zip <input type="text" value="78717"/>
Telephone Number	<input type="text" value="(512) 331-6673"/>	FAX Number	<input type="text" value="(512) 331-6687"/>
Email Address	<input type="text" value="Mark@AustinFilterSystems.com"/>		

Company's Name	<input type="text" value="Fred Tillman Contractors"/>		
Name of Contact	<input type="text" value="Dickie Tillman"/>	Contact Title	<input type="text" value="President"/>
Present Address	<input type="text" value="7011 Bee Caves Road"/>		
City	<input type="text" value="Austin"/>	State	<input type="text" value="Texas"/> Zip <input type="text" value="78746"/>
Telephone Number	<input type="text" value="(512) 327-4509"/>	FAX Number	<input type="text" value="(512) 328-4091"/>
Email Address	<input type="text" value="Dickie@TillmanContractors.com"/>		

Company's Name	<input type="text" value="Ranger Excavating"/>		
Name of Contact	<input type="text" value="Jim Ivan"/>	Contact Title	<input type="text" value="Vice President"/>
Present Address	<input type="text" value="5222 Thunder Creek Road. #B-1"/>		
City	<input type="text" value="Austin"/>	State	<input type="text" value="Texas"/> Zip <input type="text" value="78749"/>
Telephone Number	<input type="text" value="(512) 331-5551"/>	FAX Number	<input type="text" value="(512) 343-9618"/>
Email Address	<input type="text" value="Jim.Ivan@rangerexcavating.com"/>		

Company's Name	DNT Construction			
Name of Contact	Jeff Berger	Contact Title	Senior Estimator	
Present Address	2300 Picadilly Drive			
City	Round Rock	State	Texas	Zip Code 78664
Telephone Number	(512) 837-6700	FAX Number	(512) 837-6701	
Email Address	jberger@dntconstruction.com			

Company's Name	Matoka			
Name of Contact	David Chivere	Contact Title	President	
Present Address	104 Shady Lane			
City	Austin	State	Texas	Zip Code 78702
Telephone Number	(512) 385-1202	FAX Number	(512) 985-9344	
Email Address	david@matoka.com			

Company's Name				
Name of Contact		Contact Title		
Present Address				
City		State		Zip Code
Telephone Number		FAX Number		
Email Address				

**City of Austin, Texas**  
**EQUAL EMPLOYMENT/FAIR HOUSING OFFICE**  
**NON-DISCRIMINATION CERTIFICATION**

SOLICITATION NO SDC0261

**City of Austin, Texas**  
**Human Rights Commission**

To: City of Austin, Texas, ("OWNER")

I hereby certify that our firm conforms to the Code of the City of Austin, Section 5-4-2 as reiterated below:

Chapter 5-4. Discrimination in Employment by City Contractors.

**Sec. 4-2 Discriminatory Employment Practices Prohibited.** As an Equal Employment Opportunity (EEO) employer, the Contractor will conduct its personnel activities in accordance with established federal, state and local EEO laws and regulations and agrees:

- (B) (1) Not to engage in any discriminatory employment practice defined in this chapter.
- (2) To take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without discrimination being practiced against them as defined in this chapter. Such affirmative action shall include, but not be limited to: all aspects of employment, including hiring, placement, upgrading, transfer, demotion, recruitment, recruitment advertising; selection for training and apprenticeship, rates of pay or other form of compensation, and layoff or termination.
- (3) To post in conspicuous places, available to employees and applicants for employment, notices to be provided by OWNER setting forth the provisions of this chapter.
- (4) To state in all solicitations or advertisements for employees placed by or on behalf of the Contractor, that all qualified applicants will receive consideration for employment without regard to race, creed, color, religion, national origin, sexual orientation, gender identity, disability, veteran status, sex or age.
- (5) To obtain a written statement from any labor union or labor organization furnishing labor or service to Contractors in which said union or organization has agreed not to engage in any discriminatory employment practices as defined in this chapter and to take affirmative action to implement policies and provisions of this chapter.
- (6) To cooperate fully with OWNER's Human Rights Commission in connection with any investigation or conciliation effort of said Human Rights Commission to ensure that the purpose of the provisions against discriminatory employment practices are being carried out.
- (7) To require compliance with provisions of this chapter by all subcontractors having fifteen or more employees who hold any subcontract providing for the expenditure of \$2,000 or more in connection with any contract with OWNER subject to the terms of this chapter.

For the purposes of this Offer and any resulting Contract, Contractor adopts the provisions of the City's Minimum Standard Nondiscrimination Policy set forth below.

**City of Austin**  
**Minimum Standard Non-Discrimination in Employment Policy:**

*As an Equal Employment Opportunity (EEO) employer, the Contractor will conduct its personnel activities in accordance with established federal, state and local EEO laws and regulations.*

*The Contractor will not discriminate against any applicant or employee based on race, creed, color, national origin, sex, age, religion, veteran status, gender identity, disability, or sexual orientation. This policy covers all aspects of employment, including hiring, placement, upgrading, transfer, demotion, recruitment, recruitment advertising, selection for training and apprenticeship, rates of pay or other forms of compensation, and layoff or termination.*

*Further, employees who experience discrimination, sexual harassment, or another form of harassment should immediately report it to their supervisor. If this is not a suitable avenue for addressing their complaint, employees are advised to contact another member of management or their human resources representative. No employee shall be discriminated against, harassed, intimidated, nor suffer any reprisal as a result of reporting a violation of this policy. Furthermore, any employee, supervisor, or manager who becomes aware of any such discrimination or harassment should immediately report it to executive management or the human resources office to ensure that such conduct does not continue.*

*Contractor agrees that to the extent of any inconsistency, omission, or conflict with its current non-discrimination employment policy, the Contractor has expressly adopted the provisions of the City's Minimum Non-Discrimination Policy contained in Section 5-4-2 of the City Code and set forth above, as the Contractor's Non-Discrimination Policy or as an amendment to such Policy and such provisions are intended to not only supplement the Contractor's policy, but will also supersede the Contractor's policy to the extent of any conflict.*

UPON CONTRACT AWARD, THE CONTRACTOR SHALL PROVIDE A COPY TO THE CITY OF THE CONTRACTOR'S NON-DISCRIMINATION POLICY ON COMPANY LETTERHEAD, WHICH CONFORMS IN FORM, SCOPE, AND CONTENT TO THE CITY'S MINIMUM NON-DISCRIMINATION POLICY, AS SET FORTH HEREIN, **OR THIS NON-DISCRIMINATION POLICY, WHICH HAS BEEN ADOPTED BY THE CONTRACTOR FOR ALL PURPOSES (THE FORM OF WHICH HAS BEEN APPROVED BY THE CITY'S EQUAL EMPLOYMENT/FAIR HOUSING OFFICE), WILL BE CONSIDERED THE CONTRACTOR'S NON-DISCRIMINATION POLICY WITHOUT THE REQUIREMENT OF A SEPARATE SUBMITTAL.**

**Sanctions:**

Our firm understands that non-compliance with Chapter 5-4 may result in sanctions, including termination of the contract and suspension or debarment from participation in future City contracts until deemed compliant with the requirements of Chapter 5-4.

**Term:**

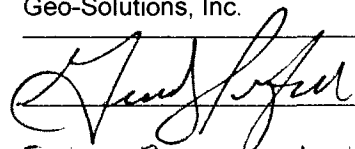
The Contractor agrees that this Section 0800 Non-Discrimination Certificate or the Contractor's separate conforming policy, which the Contractor has executed and filed with the Owner, will remain in force and effect for one year from the date of filing. The Contractor further agrees that, in consideration of the receipt of continued Contract payments, the Contractor's Non-Discrimination Policy will automatically renew from year-to-year for the term of the underlying Contract.

Dated this 17<sup>th</sup> day of July, 2013.

CONTRACTOR

Geo-Solutions, Inc.

Authorized Signature



Title

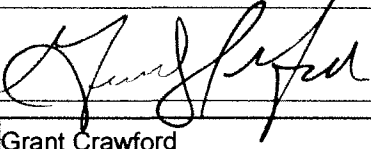
Sales Representative

**City of Austin, Texas**  
**NON-SUSPENSION OR DEBARMENT CERTIFICATION**

SOLICITATION NO. SDC0261

The City of Austin is prohibited from contracting with or making prime or sub-awards to parties that are suspended or debarred or whose principals are suspended or debarred from Federal, State, or City of Austin Contracts. Covered transactions include procurement contracts for goods or services equal to or in excess of \$25,000.00 and all non-procurement transactions. This certification is required for all Vendors on all City of Austin Contracts to be awarded and all contract extensions with values equal to or in excess of \$25,000.00 or more and all non-procurement transactions.

The Offeror hereby certifies that its firm and its principals are not currently suspended or debarred from bidding on any Federal, State, or City of Austin Contracts.

Contractor's	<div style="border: 1px solid black; padding: 2px;">Geo-Solutions, Inc.</div>		
Signature of Officer or Authorized		Date:	<div style="border: 1px solid black; padding: 2px;">Jul 16, 2013</div>
Printed Name:	<div style="border: 1px solid black; padding: 2px;">Grant Crawford</div>		
Title:	<div style="border: 1px solid black; padding: 2px;">Sales Representative</div>		

CITY OF AUSTIN  
NON-COLLUSION,  
NON-CONFLICT OF INTEREST, AND ANTI-LOBBYING AFFIDAVIT  
SOLICITATION NO. SDC0261  
FOR

EROSION CONTROL MATERIALS

**State of Texas**

**County of Travis**

**The undersigned "Affiant" is a duly authorized representative of the Offeror for the purpose of making this Affidavit, and, after being first duly sworn, has deposed and stated and hereby deposes and states, to the best of his or her personal knowledge and belief as follows:**

The term "**Offeror**", as used herein, includes the individual or business entity submitting the Offer and for the purpose of this Affidavit includes the directors, officers, partners, managers, members, principals, owners, agents, representatives, employees, other parties in interest of the Offeror, and anyone or any entity acting for or on behalf of the Offeror, including a subcontractor in connection with this Offer.

1. **Anti-Collusion Statement.** The Offeror has not in any way directly or indirectly:
  - a. colluded, conspired, or agreed with any other person, firm, corporation, Offeror or potential Offeror to the amount of this Offer or the terms or conditions of this Offer.
  - b. paid or agreed to pay any other person, firm, corporation Offeror or potential Offeror any money or anything of value in return for assistance in procuring or attempting to procure a contract or in return for establishing the prices in the attached Offer or the Offer of any other Offeror.
2. **Preparation of Solicitation and Contract Documents.** . The Offeror has not received any compensation or a promise of compensation for participating in the preparation or development of the underlying Solicitation or Contract documents. In addition, the Offeror has not otherwise participated in the preparation or development of the underlying Solicitation or Contract documents, except to the extent of any comments or questions and responses in the solicitation process, which are available to all Offerors, so as to have an unfair advantage over other Offerors, provided that the Offeror may have provided relevant product or process information to a consultant in the normal course of its business.
3. **Participation in Decision Making Process.** The Offeror has not participated in the evaluation of Offers or other decision making process for this Solicitation, and, if Offeror is awarded a Contract hereunder, no individual, agent, representative, consultant, subcontractor, or subconsultant associated with Offeror, who may have been involved in the evaluation or other decision making process for this Solicitation, will have any direct or indirect financial interest in the Contract, provided that the Offeror may have provided relevant product or process information to a consultant in the normal course of its business.
4. **Present Knowledge.** Offeror is not presently aware of any potential or actual conflicts of interest regarding this Solicitation, which either enabled Offeror to obtain an advantage over other Offerors or would prevent Offeror from advancing the best interests of the City in the course of the performance of the Contract.
5. **City Code.** As provided in Sections 2-7-61 through 2-7-65 of the City Code, no individual with a substantial interest in Offeror is a City official or employee or is related to any City official or employee within the first or second degree of consanguinity or affinity.
6. **Chapter 176 Conflict of Interest Disclosure.** In accordance with Chapter 176 of the Texas Local Government Code, the Offeror:
  - a. does not have an employment or other business relationship with any local government officer of the City or a family member of that officer that results in the officer or family member receiving taxable income;



**CITY OF AUSTIN  
NON-COLLUSION,  
NON-CONFLICT OF INTEREST, AND ANTI-LOBBYING AFFIDAVIT**

- b. has not given a local government officer of the City one or more gifts, other than gifts of food, lodging, transportation, or entertainment accepted as a guest, that have an aggregate value of more than \$250 in the twelve month period preceding the date the officer becomes aware of the execution of the Contract or that OWNER is considering doing business with the Offeror.
- c. as required by Chapter 176 of the Texas Local Government Code, Offeror must file a Conflict of Interest Questionnaire with the Office of the City Clerk no later than 5:00 P.M. on the seventh (7) business day after the commencement of contract discussions or negotiations with the City or the submission of an Offer, or other writing related to a potential Contract with the City. The questionnaire is available on line at the following website for the City Clerk:

<http://www.austintexas.gov/department/conflict-interest-questionnaire>

There are statutory penalties for failure to comply with Chapter 176.

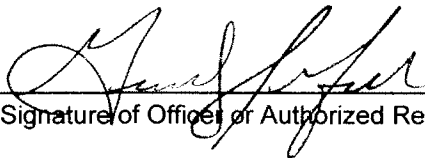
If the Offeror cannot affirmatively swear and subscribe to the forgoing statements, the Offeror shall provide a detailed written explanation in the space provided below or, as necessary, on separate pages to be annexed hereto.

Offeror's  
Explanation:

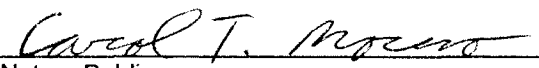
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7. **Anti-Lobbying Ordinance.** As set forth in the Solicitation Instructions, Section 0200, paragraph 7N, between the date that the Solicitation was issued and the date of full execution of the Contract, Offeror has not made and will not make a representation to a City official or to a City employee, other than the Authorized Contact Person for the Solicitation, except as permitted by the Ordinance.

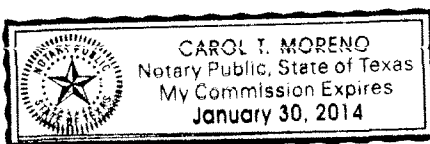
Contractor's	Geo-Solutions, Inc.
Printed Name:	Grant Crawford
Title:	Sales Representative

  
Signature of Officer or Authorized Representative:

Subscribed and sworn to before me this 17<sup>th</sup> day of July, 2013.

  
Notary Public

My Commission Expires Jan. 30, 2014



**CITY OF AUSTIN, TEXAS**  
**LIVING WAGES AND BENEFITS CONTRACTOR CERTIFICATION**  
*(Please duplicate as needed)*

**SOLICITATION NO.** SDC0261

Pursuant to the Living Wages and Benefits provision (reference Section 0400, Supplemental Purchase Provisions) the Contractor is required to pay to all employees directly assigned to this City contract a minimum Living Wage equal to or greater than \$11.00 per hour.

I hereby certify under penalty of perjury that all of the below listed employees of the Contractor who are directly assigned to this contract:

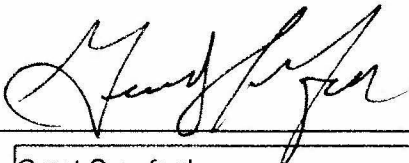
- (1) are compensated at wage rates equal to or greater than \$11.00 per hour; and
- (2) are offered a health care plan with optional family coverage.

(To add additional employees to this page, click the Add Button.)

	Employee Name	Employee Job Title
Add	Grant Crawford	Sales Representative
Delete		
Add	Jesse Abalos	Driver
Delete		

- (3) all future employees assigned to this Contract will be paid a minimum Living Wage equal to or greater than \$11.00 per hour and offered a health care plan with optional family coverage.
- (4) Our firm will not retaliate against any employee claiming non-compliance with the Living Wage provision.

A Contractor who violates this Living Wage provision shall pay each employee affected the amount of the deficiency for each day the violation continues. Willful or repeated violations of the provision may result in termination of this Contract for Cause and subject the firm to possible suspension or debarment.

Contractor's	<span style="border: 1px solid black; padding: 2px;">Geo-Solutions, Inc.</span>		
Signature of Officer or Authorized Representative:		Date:	<span style="border: 1px solid black; padding: 2px;">Jul 16, 2013</span>
Printed Name:	<span style="border: 1px solid black; padding: 2px;">Grant Crawford</span>		
Title:	<span style="border: 1px solid black; padding: 2px;">Sales Representative</span>		

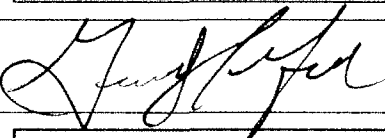
**CITY OF AUSTIN, TEXAS  
LIVING WAGES AND BENEFITS EMPLOYEE CERTIFICATION**

Contract Number:	
Description of	EROSION CONTROL MATERIALS
Contractor Name:	Geo-Solutions, Inc.

Pursuant to the Living Wages and Benefits provision of the contract (reference Section 0400, Supplemental Purchase Provisions), the Contractor is required to pay to all employees directly assigned to this City contract a minimum Living Wage equal to or greater than \$11.00 per hour. In addition, employees are required to certify that they are compensated in accordance with the Living Wage provision. Contractors are prohibited from retaliating against any employee claiming non-compliance with the Living Wage provision.

I hereby certify under penalty of perjury that I am directly assigned to this contract and that I am:

- (1) compensated at wage rates equal to or greater than \$11.00 per hour; and
- (2) offered a health care plan with optional family coverage.

Employee's Title:	Sales Representative		
Signature of Employee:		Date:	Jul 16, 2013
Employee's Printed	Grant Crawford		

Carol T. Moreno  
(Witness Signature)

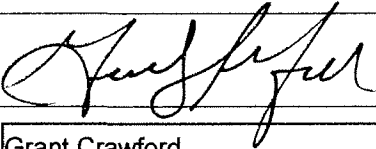
Carol T. Moreno  
(Printed Name)

**City of Austin, Texas**  
**NONRESIDENT BIDDER PROVISIONS**  
SOLICITATION NO. SDC0261

- A. Bidder must answer the following questions in accordance with Vernon's Texas Statutes and Codes Annotated Government Code 2252.002, as amended:

Is the Bidder that is making and submitting this Bid a "Resident Bidder" or a "Non-resident Bidder"?

- ☒ Texas Resident Bidder - A Bidder whose principal place of business is in Texas and includes a Contractor whose ultimate parent company or majority owner has its principal place of business in Texas.
- ☐ Non-resident Bidder

Bidder's Name:	Geo-Solutions, Inc.		
Signature of Officer or Authorized		Date:	Jul 16, 2013
Printed Name:	Grant Crawford		
Title:	Sales Representative		

**MINORITY- AND WOMEN-OWNED BUSINESS ENTERPRISE (MBE/WBE)  
PROCUREMENT PROGRAM  
NO GOALS FORM**

SOLICITATION NUMBER: SDC0261

PROJECT NAME: EROSION CONTROL MATERIALS

**The City of Austin has determined that no goals are appropriate for this project.** Even though no goals have been established for this solicitation, the Bidder/Proposer is required to comply with the City's MBE/WBE Procurement Program, if areas of subcontracting are identified.

If any service is needed to perform the Contract and the Bidder/Proposer does not perform the service with its own workforce or if supplies or materials are required and the Bidder/Proposer does not have the supplies or materials in its inventory, the Bidder/Proposer shall contact the Small and Minority Business Resources Department (SMBR) at (512) 974-7600 to obtain a list of MBE and WBE firms available to perform the service or provide the supplies or materials. The Bidder/Proposer must also make a Good Faith Effort to use available MBE and WBE firms. Good Faith Efforts include but are not limited to contacting the listed MBE and WBE firms to solicit their interest in performing on the Contract; using MBE and WBE firms that have shown an interest, meet qualifications, and are competitive in the market; and documenting the results of the contacts.

**Will subcontractors or sub-consultants or suppliers be used to perform portions of this Contract?**

No ☒ If no, please sign the No Goals Form and submit it with your Bid/Proposal in a sealed envelope.

Yes \_\_\_\_\_ If yes, please contact SMBR to obtain further instructions and an availability list and perform Good Faith Efforts. Complete and submit the No Goals Form and the No Goals Utilization Plan with your Bid/Proposal in a sealed envelope.

After Contract award, if your firm subcontracts any portion of the Contract, it is a requirement to complete Good Faith Efforts and the No Goals Utilization Plan, listing any subcontractor, subconsultant, or supplier. Return the completed Plan to the Project Manager or the Contract Manager.

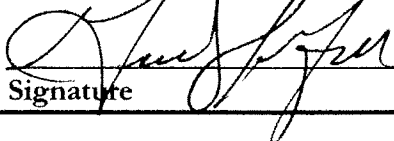
I understand that even though no goals have been established, I must comply with the City's MBE/WBE Procurement Program if subcontracting areas are identified. I agree that this No Goals Form and No Goals Utilization Plan shall become a part of my Contract with the City of Austin.

**Geo-Solutions, Inc.**

Company Name

**Grant Crawford, Sales Representative**

Name and Title of Authorized Representative (Print or Type)



Signature

07/17/2014

Date

**MINORITY- AND WOMEN-OWNED BUSINESS ENTERPRISE (MBE/WBE)  
PROCUREMENT PROGRAM  
NO GOALS UTILIZATION PLAN**  
(Please duplicate as needed)

SOLICITATION NUMBER:

PROJECT NAME:

**PRIME CONTRACTOR/CONSULTANT COMPANY INFORMATION**

Name of Contractor/Consultant	Geo-Solutions, Inc.		
Address	7011 Bee Caves Road		
City, State Zip	Austin, TX 78746		
Phone	512-330-0796	Fax Number	512-330-0790
Name of Contact Person	Grant Crawford		
Is company City certified?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> MBE/WBE Joint Venture <input type="checkbox"/>		

I certify that the information included in this No Goals Utilization Plan is true and complete to the best of my knowledge and belief. I further understand and agree that the information in this document shall become part of my Contract with the City of Austin.

Grant J. Crawford  
Name and Title of Authorized Representative (Print or Type)

[Signature]  
Signature

7/16/13  
Date

Provide a list of all proposed subcontractors/subconsultants/suppliers that will be used in the performance of this Contract. **Attach Good Faith Efforts documentation if non MBE/WBE firms will be used.**

<b>Sub-Contractor/Consultant</b>			
City of Austin Certified	MBE <input type="checkbox"/> WBE <input type="checkbox"/>	Ethnic/Gender Code:	<input type="checkbox"/> NON-CERTIFIED
Vendor ID Code			
Contact Person	Phone Number:		
Amount of Subcontract	\$		
List commodity codes & description of services			

<b>Sub-Contractor/Consultant</b>			
City of Austin Certified	MBE <input type="checkbox"/> WBE <input type="checkbox"/>	Ethnic/Gender Code:	<input type="checkbox"/> NON-CERTIFIED
Vendor ID Code			
Contact Person	Phone Number:		
Amount of Subcontract	\$		
List commodity codes & description of services			

**FOR SMALL AND MINORITY BUSINESS RESOURCES DEPARTMENT USE ONLY:**

Having reviewed this plan, I acknowledge that the proposer (HAS) or (HAS NOT) complied with City Code Chapter 2-9A/B/C/D, as amended.

Reviewing Counselor \_\_\_\_\_ Date \_\_\_\_\_ Director/Deputy Director \_\_\_\_\_ Date \_\_\_\_\_



**TO:** Veronica Lara, Director  
Department of Small and Minority Business Resources

**FROM:** Steve Cocke

**DATE:** 6/18/2013

**SUBJECT:** Request for Determination of Goals for Solicitation No. SDC0261

Project Name: EROSION CONTROL MATERIALS

Commodity

Code(s): 08585

Estimated Value: \$ 92,000

Below are scopes of work for this project as determined by the Purchasing Office and Department that are contained in this solicitation.

The Departmental Point of Contact is: Donna Lee Bliss at Phone: 512-974-2530

Per paragraph 8.2.1 of the Rules Governing the Minority and Women Owned Business Enterprise Procurement Program, please determine the use of goals by completing and returning the below endorsement. If you have questions, please call me at 512-974-2003

☐ **Approved w/ Goals**

☒ **Approved, w/out Goals**

Recommend the use of the following goals based on the below reasons:

a. Goals:        % MBE        % WBE

b. Subgoals        % African American        % Hispanic

       % Native/Asian American        % WBE

This determination is based on the following reasons: THERE ARE NO SUBCONTRACTING OPPORTUNITIES FOR THIS SCOPE AND THE PRIME CONSULTANT WILL PROVIDE THE SERVICES.

  
Veronica Lara, Director

Date: 06/24/13

cc: Lorena Resendiz