



Company Name:

TARRANT COUNTY
PURCHASING DEPARTMENT

MELISSA LEE, C.P.M., A.P.P.
PURCHASING AGENT

CHRIS LAX, CPSM, CPSD, CPCP
ASSISTANT PURCHASING AGENT

RFB NO. 2023-033

**REQUEST FOR BID
FOR
ANNUAL CONTRACT
FOR
GREASE, LINT, OIL, AND SAND TRAP
CLEANING SERVICES**

**BIDS DUE NOVEMBER 14, 2022
2:00 P.M. CST**

RFB NO. 2023-033

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This Table of Contents is intended as an aid to bidders and not as a comprehensive listing of the bid package. Bidders are responsible for reading the entire bid package and complying with all specifications.

**ANNUAL CONTRACT FOR
GREASE, LINT, OIL, AND SAND TRAP CLEANING SERVICES**

PRE-BID CONFERENCE

All bidders are encouraged to attend a Pre-Bid Conference and Walk-Through of the Job-Site to be held:

DATE: THURSDAY, NOVEMBER 3, 2022

TIME: 10:00 A.M. CST

**LOCATION: TARRANT COUNTY ADMINISTRATION BUILDING
PURCHASING DEPARTMENT CONFERENCE ROOM
100 E. WEATHERFORD STREET, ROOM 303
FORT WORTH, TEXAS 76196-0104**

Note: There is NO opportunity for remote attendance of this meeting.

***Tarrant County will not provide copies of RFB documents.
Please download and print prior to meeting.***

RSVP: Vendors planning to attend the Pre-Bid Conference must RSVP to Roger Fuller, Senior Buyer, via fax 817-884-2629 or, if unable to fax, email to BidQuestions-RSVP@tarrantcounty.com by 5:00 p.m., CST, Wednesday, November 2, 2022. Confirmed receipt by Tarrant County of this email is required.

Questions from bidders will be addressed at the pre-bid conference. Any vendor who submits a bid without attending the scheduled pre-bid conference does so at his own risk. Such applicant who submits a bid and does not attend the scheduled pre-bid conference waives any right to assert claims due to undiscovered conditions.

<p style="text-align: center;">ANNUAL CONTRACT FOR GREASE, LINT, OIL, AND SAND TRAP CLEANING SERVICES</p>
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Tarrant County is requesting bids for the **ANNUAL CONTRACT FOR GREASE, LINT, OIL, AND SAND TRAP CLEANING SERVICES, COUNTYWIDE**. All bids must be submitted on the attached Price Forms. Tarrant County will not enter into any contract where the cost is provisional upon such clauses as “escalator” or “cost-plus” clauses.

Original and One (1) Copy
OF
**COMPLETED BID PROPOSALS
MUST BE RECEIVED IN THE
TARRANT COUNTY PURCHASING DEPARTMENT
AT 100 E. WEATHERFORD, SUITE 303
FORT WORTH, TEXAS 76196-0104
ON OR BEFORE NOVEMBER 14, 2022 AT 2:00 P.M.**

All bids are due in the Tarrant County Purchasing Department by the due date in sealed envelopes or boxes. All bids must be clearly marked with the Bid Number, the name of the company submitting the bid, and date and time of opening on the outside of the envelope/box and/or Air Bill/Delivery Receipt. The original bid must be clearly marked "ORIGINAL" and contain all original signatures. “No-Bid” Response to be returned on the form included in the section under Forms.

Any bid received after the date and/or hour set for bid opening will not be accepted. The Bidder will be notified and will advise Tarrant County Purchasing as to the disposition by either pick up, return at Bidder’s expense, or destroyed with written authorization of the Bidder. If bids are sent by mail to the Tarrant County Purchasing Department, the Bidder shall be responsible for actual delivery of the bid to the Tarrant County Purchasing Department before the advertised date and hour for opening of bids. If mail is delayed either in the postal service or in the internal mail system of Tarrant County beyond the date and hour set for the bid opening, bids thus delayed will not be considered and will be disposed of as authorized.

Bids may be withdrawn at any time prior to the official opening. Alterations made before opening time must be initialed by Bidder guaranteeing authenticity. After the official opening, bids become the property of Tarrant County and may not be amended, altered or withdrawn without the recommendation of the Tarrant County Purchasing Agent and the approval of Tarrant County Commissioners' Court.

Tarrant County is exempt from Federal Excise and State Sales Tax; therefore, tax must not be included in this bid. Tarrant County is not exempt from Surplus Lines Tax or Texas Stamping Tax.

Tarrant County reserves the right to accept or reject in part or in whole any bids submitted and to waive any technicalities for the best interest of Tarrant County.

No oral explanation or instructions will be given by Tarrant County officials or employees in regard to the meaning of the specifications before the award of the contract unless authorized by the Tarrant County Purchasing Agent or their designee. Requests from interested bidders for additional information or interpretation of the information included in the specifications should be directed in writing, via fax or via email, to:

**ANNUAL CONTRACT FOR
GREASE, LINT, OIL, AND SAND TRAP CLEANING SERVICES**

ROGER FULLER, SENIOR BUYER

FAX: 817-884-2629

EMAIL: BidQuestions-RSVP@tarrantcounty.com

All documents relating to the RFB, including but not limited to, the RFB document, questions and responses, addenda and special notices will be posted under the RFB number on the Tarrant County website and available for download by Bidders and other interested parties. No documents will be faxed or emailed after the initial Notice of Intent prior to award. It is the Bidder's sole responsibility to review this site and retrieve all related documents up to the RFB due date.

The deadline for receipt of all questions is 12:00 p.m., CST, Friday, November 4, 2022. After this deadline, all questions and responses will be posted on the website and available for download by interested parties.

All questions **must** be submitted in writing and directed to Roger Fuller, Senior Buyer,, via fax at **817-884-2629** or, if unable to fax, emailed to BidQuestions-RSVP@tarrantcounty.com.

Faxed Questions: Faxed questions **must** reflect the RFB number **or** include the RFB cover page.

Emailed Questions: The email **must** include the RFB No. in its subject and confirmation of receipt by Tarrant County is **required**.

All bids shall specify terms and conditions of payment, which will be considered as part of, but not control, the award of bid. County review, inspection, and processing procedures ordinarily require thirty (30) days after receipt of invoice, materials, or service. Bids which call for payment before thirty (30) days from receipt of invoice, or cash discounts given on such payment, will be considered only if, in the opinion of the Tarrant County Purchasing Agent, the review, inspection, and processing procedures can be completed as specified.

Invoices shall be sent directly to the Tarrant County Auditor's Office, Attention: Accounts Payable, 100 East Weatherford, Room 506, Fort Worth, Texas 76196, or email to SAP-invoices@tarrantcounty.com. In accordance with the Prompt Payment Act, it is the intention of Tarrant County to make payment on completed orders within thirty (30) days after receipt of invoice or items; whichever is later, unless unusual circumstances arise. **Invoices must be fully documented as to labor, materials, and equipment provided and must reference the Tarrant County Purchase Order Number in order to be processed. No payments shall be made on invoices not listing a Purchase Order Number.**

Continuing non-performance of the Vendor in terms of Specifications shall be a basis for the termination of the contract by Tarrant County. Tarrant County shall not pay for work, equipment, or supplies which are unsatisfactory. The Vendor will be given a reasonable opportunity before termination to correct the deficiencies. This, however, shall in no way be construed as negating the basis for termination for non-performance.

The **contract may be terminated** by either party upon written thirty (30) day notice prior to cancellation.

Bids will be considered non-responsive if they show any omissions, alteration of form, additions or conditions not called for, or inconsistencies of any kind. However, Tarrant County reserves the right to waive any inconsistencies and to make an award in the best interest of Tarrant County.

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Bids may be rejected, among other reasons, for any of the following specific reasons:

1. Bids containing any inconsistencies.
2. Unbalanced value of any items.

Bidders may be disqualified and their bids not considered, among other reasons, for any of the following specific reasons:

1. Reason for believing collusion exists among the Bidders.
2. Reasonable grounds for believing that any Bidder is interested in more than one (1) Bid for the work contemplated.
3. Bidder being interested in any litigation against Tarrant County.
4. Bidder being in arrears on any existing contract or having defaulted on a previous contract.
5. Lack of competency as revealed, including but not limited to, by a financial statement, experience and equipment and questionnaires.
6. Uncompleted work, which in the judgment of Tarrant County, will prevent or hinder the prompt completion of additional work, if awarded.
7. Bidders shall not owe delinquent property tax in Tarrant County.
8. Limited competition.

It is the Bidders' sole responsibility to print and review all pages of the bid document, attachments, questions and responses, addenda and special notices. The Signature Form must be signed and returned. Failure to provide a signature on the form renders bid non-responsive. Failure to complete and submit all required forms, including but not limited to References, Compliance With Federal and State Laws Form, Questionnaires (when applicable), Addenda (including revised forms), and any other specified forms or documents will be grounds for rejection of the entire bid.

CONFIDENTIALITY: Any material that is to be considered confidential must be clearly marked as such and shall be treated as confidential to the extent allowable under Section 552.136, Texas Government Code. Notice will be sent to you pursuant to Section 552.305 of the Texas Government Code should Tarrant County receive an open records request to inspect your bid. This notice will allow you to assert any objections to the release of confidential information in response to an open records request. It is your responsibility to assert any objections to the release of your bid in response to an open records request. Tarrant County cannot argue on your behalf that the information contained in your bid is exempt from public release. Trade secrets or confidential information **MUST** be placed in a separate envelope marked **"CONFIDENTIAL INFORMATION."** Note: **PRICING INFORMATION IS NOT CONSIDERED CONFIDENTIAL AND IF MARKED AS SUCH, WILL RESULT IN REJECTION OF YOUR BID.**

Due care and diligence have been used in the preparation of this information, and it is believed to be substantially correct. However, the responsibility for determining the full extent of the exposure and the verification of all information presented herein shall rest solely with the Bidder. Tarrant County and its representatives will not be responsible for any errors or omissions in these specifications, nor for the failure on the part of the Bidder to determine the full extent of the exposures.

Vendor may not assign their rights and duties under an award without the written consent of the Tarrant County Purchasing Agent. Such consent shall not relieve the assignor of liability in the event of default by the assignee.

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TO THE EXTENT PERMITTED BY LAW, VENDOR AGREES TO DEFEND, INDEMNIFY AND HOLD TARRANT COUNTY, ITS OFFICIALS, AGENTS, SERVANTS, AND EMPLOYEES, HARMLESS AGAINST ANY AND ALL CLAIMS, LAWSUITS, ACTIONS, COSTS AND EXPENSES OF ANY KIND, INCLUDING BUT NOT LIMITED TO, THOSE FOR PROPERTY DAMAGE OR LOSS (INCLUDING ALLEGED DAMAGE OR LOSS TO OWNER'S BUSINESS AND ANY RESULTING LOST PROFITS), EMPLOYMENT MATTERS, AND/OR PERSONAL INJURY, INCLUDING DEATH, THAT MAY RELATE TO OR ARISE OUT OF OR BE OCCASIONED BY (I) VENDOR'S BREACH OF ANY OF THE TERMS OF PROVISIONS OF THIS AGREEMENT OR (II) ANY NEGLIGENT ACT OR OMISSION OR INTENTIONAL MISCONDUCT OF VENDORS, ITS OFFICERS, AGENTS, ASSOCIATES, EMPLOYEES, CONTRACTORS OR SUBCONTRACTORS, RELATED TO THE PERFORMANCE OF THIS AGREEMENT.

VENDOR(S) WILL COMPLY WITH ALL STATE, FEDERAL, AND LOCAL LAWS INCLUDING BUT NOT LIMITED TO THE AMERICANS WITH DISABILITIES ACT, TITLE VII OF THE CIVIL RIGHTS OF 1964, AGE DISCRIMINATION IN EMPLOYMENT ACT, CIVIL RIGHTS ACT OF 1991, FEDERAL INSURANCE CONTRIBUTIONS ACT (FICA), FAIR LABOR STANDARDS ACT, EQUAL PAY ACT OF 1963 AND THE AFFORDABLE HEALTH CARE ACT, AS TO TREATMENT AND COMPENSATION OF ITS EMPLOYEES.

VENDOR(S) WILL PREPARE PAYROLL CHECKS, MAKE ALL NECESSARY DEDUCTIONS, AND PAY ALL TAXES, AND MAINTAIN INSURANCE REQUIRED BY FEDERAL, STATE, AND LOCAL LAWS. THE SUCCESSFUL VENDOR ACCEPTS FULL RESPONSIBILITY FOR THE PAYMENT OF WAGES, COMPENSATION, OVERTIME AND BENEFITS TO PERSONNEL. VENDOR ACCEPTS RESPONSIBILITY FOR PAYMENT OF ALL TAXES, ASSESSMENTS, FEES, AND FINES THAT MAY BE DUE AND OWING TO ANY LOCAL, STATE OR FEDERAL GOVERNMENT AGENCIES.

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Prices shall include all charges for freight, F.O.B. destination inside delivered to:

VARIOUS LOCATIONS WITHIN TARRANT COUNTY

Hours of operation shall be between 8:00 a.m. and 4:00 p.m., Monday through Friday.

Delivery date is important to Tarrant County and may be part of the bid and a factor in evaluation of each bid. Tarrant County considers delivery time to be that period elapsing from the time the individual order is placed until that order is received by Tarrant County at the specified delivery location. The delivery date indicates a guaranteed delivery to Tarrant County, Texas. Failure of the Vendor to meet guaranteed delivery dates or service performance could affect future Tarrant County orders.

Tarrant County reserves the right to demand bond or penalty to guarantee delivery by the date indicated. If the order is given and the Vendor fails to furnish the materials by the guaranteed date, Tarrant County reserves the right to cancel the order without liability on its part.

A **packing list** must accompany each shipment and must include but is not limited, to the following:

1. Tarrant County Purchase Order Number
2. Name and address of Vendor
3. Name and address of receiving department
4. Description of material shipped, including item numbers, quantity, etc.

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SPECIAL TERMS AND CONDITIONS OF THE CONTRACT

1. **CONTRACT TERMS:** Vendor(s) will be awarded a twelve (12) month contract, effective from the date of award or notice to proceed as determined by the Tarrant County Purchasing Department. At Tarrant County's option and approval by the Vendor, the contract may be renewed for two (2) additional twelve (12) month periods, as further explained in Renewal Options. **Prices must remain firm for the entire contract.**

2. **RENEWAL OPTIONS:** Tarrant County reserves the right to exercise an option to renew the contract of the Vendor for two (2) additional twelve (12) month periods, provided such option is stipulated and agreed upon by both parties. If Tarrant County exercises the right in writing, the Vendor must update and submit any documents required during the initial solicitation by no later than thirty (30) calendar days prior to the commencement of the option period. Required documents must be in force for the full period of the option. If the updated documents are not submitted by the Vendor in complete form within the time specified, Tarrant County may rescind its option or seek a new solicitation.

3. **SECONDARY/ALTERNATE AWARD:** Secondary or Alternate Vendors serve in a backup capacity only. In the event the Primary is unable to honor the terms and conditions of the contract, the Secondary Vendor(s) may be called. If the Secondary Vendor is unable to honor the terms and conditions of the contract the Alternate Vendor(s) may be called. The Primary Vendor is the first contact. Use of the Secondary or Alternate Vendor(s) must be approved, in writing, by the Tarrant County Purchasing Agent or his designee in compliance with Texas Local Government Code 262.027(g).
 - A. In the event the Secondary or Alternate Vendors are called upon, they will offer the materials and services at their awarded price(s), or better. Any attempt to increase their awarded price(s) may cause the removal of the Vendor from the contract. Calling upon the Secondary or Alternate Vendors does not necessarily affect the status of any awarded Vendor, including the Primary Vendor.
 - B. If a Secondary or Alternate Vendor represents themselves as the Primary Vendor without written authorization from the Tarrant County Purchasing Agent, or his designee, the Secondary or Alternate Vendor may be removed from the contract.
 - C. Would you, as the Vendor, be willing to accept a Secondary or Alternate Award based on the above?

_____ Yes _____ No

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SPECIAL TERMS AND CONDITIONS OF THE CONTRACT

4. **COOPERATIVE PURCHASING:** Tarrant County has the lead role in developing and encouraging Cooperative Purchasing efforts among governmental entities that participate in its Cooperative Purchasing Program. Cooperative Purchasing can be a great benefit to Tarrant County vendors by providing an avenue to offer materials and services to participating entities. A current list of participating entities is included in this solicitation and an up-to-date list can be found on the Tarrant County website.

A. Should other Governmental Entities decide to participate in this contract, would you, as the Vendor, agree that all terms, conditions, specifications, and pricing would apply? **A "NO" answer could result in complete rejection of the bid.**

_____Yes _____No

- 1) If you, the Bidder, checked Yes, the following will apply:
 - a) Governmental Entities utilizing Intergovernmental Contracts with Tarrant County will be eligible, but not obligated, to purchase materials and services under the contract(s) awarded because of the solicitation. All purchases by Governmental Entities other than Tarrant County will be billed directly to that Governmental Entity and paid by that Governmental Entity. Tarrant County will not be responsible for another Governmental Entity's debts. Each Governmental Entity will order their own material and services as needed.
 - b) Delivery to governmental entities located within Tarrant County will be at no charge or as otherwise provided for in the Award Document. Delivery charges, if any, for governmental entities located outside Tarrant County shall be negotiated between the Vendor and each governmental entity.
 - c) Tarrant County utilizes County Purchase Orders as its primary means of encumbering funds and pays for goods and services utilizing Vendor invoices. In the event Governmental Entities utilizing InterGovernmental Contracts use other payment methods, including but not limited to, purchasing cards, debit cards, check requests or other methods which cause the Vendor to incur service, processing, or other fees, these fees are the responsibility of that Governmental Entity, unless otherwise negotiated with the Vendor.
 - d) Vendor(s) awarded contract(s) resulting from bid will be responsible for providing to Tarrant County, at no additional charge, a complete list of all governmental entities currently utilizing the contract and their annual expenditures. This information should be provided ninety (90) days prior to the expiration of the contract, or as otherwise requested by Tarrant County.

ANNUAL CONTRACT FOR GREASE, LINT, OIL, AND SAND TRAP CLEANING SERVICES

Entities Currently Participating in Cooperative Purchasing Program with Tarrant County

1. ALAMO COMMUNITY COLL DISTRICT	63. CITY OF BANGS	125. CITY OF FARMERSVILLE
2. ALAMO HEIGHTS ISD	64. CITY OF BASTROP	126. CITY OF FERRIS
3. ALEDO ISD	65. CITY OF BAYTOWN	127. CITY OF FLORESVILLE
4. ALLEN ISD	66. CITY OF BEDFORD	128. CITY OF FLOYDADA
5. ALVARADO ISD	67. CITY OF BELLMEAD	129. CITY OF FOREST HILL
6. ALVORD ISD	68. CITY OF BELLS	130. CITY OF FORNEY
7. ANNA FIRE DEPARTMENT	69. CITY OF BENBROOK	131. CITY OF FORT WORTH
8. ANDERSON COUNTY	70. CITY OF BIG SPRING	132. CITY OF FRISCO
9. ANDREWS COUNTY	71. CITY OF BLUE MOUND	133. CITY OF FULSHEAR
10. ARANSAS COUNTY	72. CITY OF BONHAM	134. CITY OF GAINESVILLE
11. ARGYLE ISD	73. CITY OF BOVINA	135. CITY OF GALENA PARK
12. ARLINGTON ISD	74. CITY OF BOWIE	136. CITY OF GALVESTON
13. ARMSTRONG COUNTY	75. CITY OF BOYD	137. CITY OF GANADO
14. ASPERMONT ISD	76. CITY OF BRADY	138. CITY OF GARLAND
15. ATASCOSA COUNTY	77. CITY OF BRIDGE CITY	139. CITY OF GATESVILLE
16. AUBREY ISD	78. CITY OF BRIDGEPORT	140. CITY OF GEORGETOWN
17. AZLE ISD	79. CITY OF BROWNWOOD	141. CITY OF GLEN HEIGHTS
18. BAILEY COUNTY	80. CITY OF BRYAN	142. CITY OF GODLEY
19. BASTROP COUNTY	81. CITY OF BUDA	143. CITY OF GRANBURY
20. BASTROP ISD	82. CITY OF BURKBURNETT	144. CITY OF GRAND PRAIRIE
21. BEAUMONT ISD	83. CITY OF BURLESON	145. CITY OF GRAND SALINE
22. BELL COUNTY	84. CITY OF CADDO MILLS	146. CITY OF GRAPEVINE
23. BENBROOK WATER AUTHORITY	85. CITY OF CANTON	147. CITY OF GREENVILLE
24. BETHANY SPEC UTILITY DIST	86. CITY OF CARROLLTON	148. CITY OF GUN BARRELL CITY
25. BEXAR COUNTY	87. CITY OF CASTLE HILLS	149. CITY OF HALTOM CITY
26. BEXAR COUNTY ESD No. 2	88. CITY OF CEDAR HILL	150. CITY OF HARLINGEN
27. BIRDVILLE ISD	89. CITY OF CEDAR PARK	151. CITY OF HASLET
28. BLUE RIDGE FIRE DEPARTMENT	90. CITY OF CELESTE	152. CITY OF HEATH
29. BOSSIER PARISH SHERIFF'S OFFICE	91. CITY OF CELINA	153. CITY OF HEWITT
30. BOSQUE COUNTY	92. CITY OF CIBOLO	154. CITY OF HITCHCOCK
31. BRANCH FIRE DEPARTMENT	93. CITY OF CLEBURNE	155. CITY OF HORIZON CITY
32. BRAZORIA COUNTY	94. CITY OF COCKRELL HILL	156. CITY OF HUDSON OAKS
33. BRAZOS COUNTY	95. CITY OF COLLEYVILLE	157. CITY OF HUNTSVILLE
34. BREWSTER COUNTY	96. CITY OF COLUMBUS	158. CITY OF HURST
35. BRIAR VOLUNTEER FIRE DEPT.	97. CITY OF COLORADO CITY	159. CITY OF HUTCHINS
36. BROOKS CNTY CNSTBLS. PRECS 1-4	98. CITY OF COMBINE	160. CITY OF HUTTO
37. BROWN COUNTY	99. CITY OF COMMERCE	161. CITY OF INGLESIDE
38. BULVERDE POLICE DEPARTMENT	100. CITY OF CONVERSE	162. CITY OF IRVING
39. BURNET COUNTY	101. CITY OF COPPELL	163. CITY OF ITALY
40. BYNUM ISD	102. CITY OF COPPERAS COVE	164. CITY OF JACKSBORO
41. CAMERON COUNTY	103. CITY OF CORINTH	165. CITY OF JACKSONVILLE
42. CANTON ISD	104. CITY OF CORSICANA	166. CITY OF JONESTOWN
43. CANYON ISD	105. CITY OF CROWLEY	167. CITY OF JEFFERSON
44. CARROLL ISD	106. CITY OF CUMBY	168. CITY OF JUSTIN
45. CARROLLTON-FARMERS BRANCH ISD	107. CITY OF DALWORTHINGTON GRDN	169. CITY OF KATY
46. CASTLEBERRY ISD	108. CITY OF DE LEON	170. CITY OF KEENE
47. CEDAR HILL ISD	109. CITY OF DECATUR	171. CITY OF KELLER
48. CHAMBERS COUNTY	110. CITY OF DEER PARK	172. CITY OF KENNEDALE
49. CHEROKEE COUNTY	111. CITY OF DENISON	173. CITY OF KERMIT
50. CITY OF ALEDO	112. CITY OF DENTON	174. CITY OF KILLEEN
51. CITY OF ALLEN	113. CITY OF DESOTO	175. CITY OF KINGSVILLE
52. CITY OF ALVORD	114. CITY OF DIBOLL	176. CITY OF KRUM
53. CITY OF AMARILLO	115. CITY OF DUNCANVILLE	177. CITY OF KYLE
54. CITY OF ANDREWS	116. CITY OF EARLY	178. CITY OF LAFERIA
55. CITY OF ANGLETON	117. CITY OF EASTLAND	179. CITY OF LA GRULLA
56. CITY OF ANNA	118. CITY OF EL PASO	180. CITY OF LA VERNIA
57. CITY OF ARLINGTON	119. CITY OF ELECTRA	181. CITY OF LAKE DALLAS
58. CITY OF ATHENS	120. CITY OF EMORY	182. CITY OF LAKE WORTH
59. CITY OF AUBREY	121. CITY OF ESCOBARES	183. CITY OF LANCASTER
60. CITY OF AUSTIN	122. CITY OF EULESS	184. CITY OF LAREDO
61. CITY OF AZLE	123. CITY OF EVERMAN	185. CITY OF LEAGUE CITY
62. CITY OF BALCH SPRINGS	124. CITY OF FARMERS BRANCH	186. CITY OF LEANDER

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Entities Currently Participating in Cooperative Purchasing Program with Tarrant County

187.	CITY OF LEWISVILLE	248.	CITY OF SANSOM PARK	309.	DIANA SPECIAL UTILITY DISTRICT
188.	CITY OF LINDALE	249.	CITY OF SEABROOK	310.	DUNCANVILLE ISD
189.	CITY OF LITTLE ELM	250.	CITY OF SEAGOVILLE	311.	DUVAL COUNTY
190.	CITY OF LITTLEFIELD	251.	CITY OF SHERMAN	312.	EAGLE MOUNTAIN-SAGINAW ISD
191.	CITY OF LIVE OAK	252.	CITY OF SOUR LAKE	313.	EAST TEXAS COUNCIL OF GOVS.
192.	CITY OF LUBBOCK	253.	CITY OF SOUTHLAKE	314.	EASTLAND COUNTY
193.	CITY OF LUCAS	254.	CITY OF SOUTHMAYD	315.	ECTOR COUNTY
194.	CITY OF LUFKIN	255.	CITY OF SPRING VALLEY VILLAGE	316.	ECTOR COUNTY ISD
195.	CITY OF LUMBERTON	256.	CITY OF SPRINGTOWN	317.	EDDY COUNTY, NM
196.	CITY OF MANSFIELD	257.	CITY OF STEPHENVILLE	318.	EL PASO COUNTY
197.	CITY OF MARSHALL	258.	CITY OF SULPHUR SPRINGS	319.	EL PASO CNTY HOSP DIST DBA...
198.	CITY OF McALLEN	259.	CITY OF TAFT	320.	ELECTRA ISD
199.	CITY OF MCKINNEY	260.	CITY OF TAYLOR	321.	ELLIS COUNTY
200.	CITY OF MELISSA	261.	CITY OF TEMPLE	322.	ERATH COUNTY
201.	CITY OF MERKEL	262.	CITY OF TERRELL	323.	EVERMAN ISD
202.	CITY OF MESQUITE	263.	CITY OF TEXARKANA, AR	324.	FANNIN COUNTY
203.	CITY OF MIDLAND	264.	CITY OF TEXARKANA, TX	325.	FARMERSVILLE ISD
204.	CITY OF MIDLOTHIAN	265.	CITY OF THE COLONY	326.	FLOYD COUNTY
205.	CITY OF MINEOLA	266.	CITY OF TYLER	327.	FORNEY ISD
206.	CITY OF MINERAL WELLS	267.	CITY OF UNIVERSAL CITY	328.	FORT BEND COUNTY
207.	CITY OF MORGAN'S POINT RESORT	268.	CITY OF UNIVERSITY PARK	329.	FORT BEND COUNTY ESD#2 & #7
208.	CITY OF MURPHY	269.	CITY OF VAN ALSTYNE	330.	FORT WORTH HOUSING AUTHORITY
209.	CITY OF NACOGDOCHES	270.	CITY OF VENUS	331.	FORT WORTH ISD
210.	CITY OF NEDERLAND	271.	CITY OF VERNON	332.	FORT WORTH TRANSP AUTHORITY
211.	CITY OF NEW BRAUNFELS	272.	CITY OF WACO	333.	FRANKLIN COUNTY
212.	CITY OF NORTH RICHLAND HILLS	273.	CITY OF WATAUGA	334.	FREESTONE COUNTY
213.	CITY OF ODESSA	274.	CITY OF WAXAHACHIE	335.	FRISCO ISD
214.	CITY OF OVILLA	275.	CITY OF WEATHERFORD	336.	GLASSCOCK COUNTY
215.	CITY OF PALESTINE	276.	CITY OF WESTWORTH VILLAGE	337.	GOLIAD COUNTY
216.	CITY OF PARKER	277.	CITY OF WHITE SETTLEMENT	338.	GONZALES COUNTY
217.	CITY OF PASADENA	278.	CITY OF WHITESBORO	339.	GRAND PRAIRIE ISD
218.	CITY OF PELICAN BAY	279.	CITY OF WHITEWRIGHT	340.	GRANDVIEW POLICE DEPT.
219.	CITY OF PERRYTON	280.	CITY OF WILLS POINT	341.	GRAPEVINE\COLLEYVILLE ISD
220.	CITY OF PHARR	281.	CITY OF WILMER	342.	GRAYSON COLLEGE
221.	CITY OF PLANO	282.	CITY OF WINNSBORO	343.	GRAYSON COUNTY
222.	CITY OF PORT ISABEL	283.	CITY OF WYLIE	344.	GREENVILLE ISD
223.	CITY OF POTEET	284.	CLAY COUNTY	345.	GREGG COUNTY
224.	CITY OF POTTSBORO	285.	CLEAR CREEK ISD	346.	GRIMES COUNTY
225.	CITY OF PRINCETON	286.	CLEBURNE ISD	347.	GUADALUPE COUNTY
226.	CITY OF QUINLAN	287.	COCHRAN COUNTY	348.	HARDIN COUNTY
227.	CITY OF RALLS	288.	COLLIN COUNTY	349.	HARRIS-FORT BEND EMG Svcs Dist #100
228.	CITY OF RED OAK	289.	COLLIN COUNTY COMM COLL DIST.	350.	HARRIS COUNTY
229.	CITY OF RHOME	290.	COLORADO COUNTY	351.	HARRIS CTY EMG Svcs DIST. #7 Etc
230.	CITY OF RICHARDSON	291.	COMAL COUNTY	352.	HARRISON COUNTY
231.	CITY OF RICHLAND HILLS	292.	COMMUNITY HEALTHCORE	353.	HAWKINS ISD
232.	CITY OF RIO GRANDE CITY	293.	COOKE COUNTY	354.	HAYS COUNTY
233.	CITY OF RIVER OAKS	294.	COPPELL ISD	355.	HEART OF TX REG MHMR CENTER
234.	CITY OF ROANOKE	295.	CORYELL COUNTY	356.	HENDERSON COUNTY
235.	CITY OF ROBINSON	296.	COTTONDALE VOL FIRE DEPT	357.	HEREFORD ISD
236.	CITY OF ROCKWALL	297.	CROWLEY ISD	358.	HIGHLAND PARK ISD
237.	CITY OF ROUND ROCK	298.	DALLAS COUNTY	359.	HILL COUNTY
238.	CITY OF ROWLETT	299.	DALLAS CNTY UTIL & RECLAM. DIST.	360.	HOOD COUNTY
239.	CITY OF ROYSE CITY	300.	DFW INT'L AIRPORT BOARD	361.	HOPKINS COUNTY
240.	CITY OF RUNAWAY BAY	301.	DALLAS ISD	362.	HOUSING AUTH OF CITY OF AUSTIN
241.	CITY OF RUSK	302.	DAWSON COUNTY	363.	HUMBLE ISD
242.	CITY OF SACHSE	303.	DECATUR ISD	364.	HUNT COUNTY
243.	CITY OF SAGINAW	304.	DENISON ISD	365.	HURST EULESS BEDFORD ISD
244.	CITY OF SAN ANGELO	305.	DENTON COUNTY	366.	HUTCHINSON COUNTY
245.	CITY OF SAN BENITO	306.	DENTON CNTY FWS DIST. # 1-A & #10	367.	IDEA PUBLIC SCHOOLS
246.	CITY OF SAN MARCOS	307.	DENTON ISD	368.	IRVING ISD
247.	CITY OF SANGER	308.	DESOTO ISD	369.	JACK COUNTY

ANNUAL CONTRACT FOR GREASE, LINT, OIL, AND SAND TRAP CLEANING SERVICES

Entities Currently Participating in Cooperative Purchasing Program with Tarrant County

370.	JASPER COUNTY	431.	OCHILTREE COUNTY	492.	TEXAS DEPT. OF PUBLIC SAFETY
371.	JEFFERSON COUNTY	432.	OLTON POLICE DEPARTMENT	493.	Tx TECH UNIV HEALTH SCI CTR EL PASO
372.	JEFFERSON CNTY DRAIN. DIST #7	433.	ORANGE COUNTY	494.	TEXAS WOMAN'S UNIVERSITY
373.	JIM WELLS COUNTY	434.	ORANGE CNTY DRAINAGE DIST	495.	THE WOODLANDS TOWNSHIP
374.	JOHNSON COUNTY	435.	PALO PINTO COUNTY	496.	TITUS COUNTY
375.	JOHNSON COUNTY SUD	436.	PANOLA COUNTY	497.	TML MULTIST. INTERGOV....
376.	JOSHUA ISD	437.	PARADISE ISD	498.	TOM GREEN COUNTY
377.	KARNES COUNTY	438.	PARKER COUNTY	499.	TOWN OF ADDISON
378.	KAUFMAN COUNTY	439.	PARKER CNTY EMG SERV DISTRICT 1	500.	TOWN OF ARGYLE
379.	KAUFMAN ISD	440.	PARKER COUNTY	501.	TOWN OF BARTONVILLE
380.	KELLER ISD	441.	PASADENA ISD	502.	TOWN OF DOUBLE OAK
381.	KENNEDALE ISD	442.	PLANO ISD	503.	TOWN OF EDGECLIFF VILLAGE
382.	KERENS ISD	443.	POTTER COUNTY	504.	TOWN OF FAIRVIEW
383.	KINNEY COUNTY	444.	PUBLIC TRANSIT SVC OF MIN.WELLS	505.	TOWN OF FLOWER MOUND
384.	KRUM ISD	445.	QUINLAN ISD	506.	TOWN OF HICKORY CREEK
385.	LAKE DALLAS ISD	446.	RAINS COUNTY ESD #1	507.	TOWN OF HIGHLAND PARK
386.	LAKE WORTH ISD	447.	RANCHO VIEJO POLICE DEPT.	508.	TOWN OF LAKESIDE
387.	LAMAR COUNTY	448.	RANDALL COUNTY	509.	TOWN OF LITTLE ELM
388.	LAMB COUNTY	449.	RED OAK ISD	510.	TOWN OF NORTHLAKE
389.	LAMPASAS COUNTY	450.	RED RIVER COUNTY	511.	TOWN OF PANTEGO
390.	LAVON POLICE DEPARTMENT	451.	REFUGIO COUNTY	512.	TOWN OF PECOS CITY
391.	LEON COUNTY	452.	REG 9 Ed SVCE CENTER OF WICHITA	513.	TOWN OF PONDER
392.	LEONARD ISD	453.	REGION 11 EDU SERVICE CENTER	514.	TOWN OF PROSPER
393.	LEWISVILLE ISD	454.	RICHARDSON ISD	515.	TOWN OF PROVIDENCE VILLAGE
394.	LIBERTY COUNTY	455.	ROBERTSON COUNTY	516.	TOWN OF SUNNYVALE
395.	LIMESTONE COUNTY	456.	ROCKWALL COUNTY	517.	TOWN OF TROPHY CLUB
396.	LITTLE ELM ISD	457.	ROUND ROCK ISD	518.	TOWN OF WESTLAKE
397.	LOVEJOY ISD	458.	SAM RAYBURN ISD	519.	TOWN OF WESTOVER HILLS
398.	LOWRY CROSSING VOL FIRE DEPT.	459.	SAN JACINTO COM COLL DIST.	520.	TRAVIS COUNTY
399.	LUBBOCK COUNTY	460.	SAN PATRICIO COUNTY	521.	TRAVIS CNTY EMG SVCS DIST No.6
400.	MANSFIELD ISD	461.	SCHLEICHER COUNTY	522.	TRAVIS CNTY HEALTHCARE DISTRICT
401.	MAVERICK COUNTY	462.	SEABROOK VOL FIRE DEPT.	523.	TRINITY RIVER AUTHORITY
402.	McKINNEY ISD	463.	SR. CYR RES & PUBLIC...HUNT CNTY	524.	TYLER JUNIOR COLLEGE
403.	McLENNAN COUNTY	464.	SEVEN POINTS FIRE RESCUE	525.	U.S. MARSHALS SERVICE
404.	McLENNAN COMM. COLLEGE	465.	SHERMAN ISD	526.	UNIVERSITY OF NORTH TEXAS
405.	MARILEE SPECIAL UTILITY DIST.	466.	SMITH COUNTY	527.	UNIV OF N. TX HEALTH SCIENCE CTR
406.	MEDINA VALLEY ISD	467.	SPRINGTOWN ISD	528.	UNIVERSITY OF TEXAS AT ARLINGTON
407.	MHMR OF TARRANT COUNTY	468.	SOUTH MONTGOMERY FIRE DEPT	529.	UNIVERSITY OF TEXAS AT DALLAS
408.	MIDLAND COUNTY	469.	SOUTH TEXAS COLLEGE	530.	UNIV OF TX MD AND. CANCER CTR
409.	MIDLAND ISD	470.	SPAN, INC.	531.	UPPER TRINITY REG WATER DIST.
410.	MIDWAY ISD	471.	STARR COUNTY	532.	UPSHUR COUNTY
411.	MILAM COUNTY	472.	STEPHENS COUNTY	533.	UPTON COUNTY
412.	MILLS COUNTY	473.	STERLING COUNTY	534.	VAL VERDE COUNTY
413.	MITCHELL COUNTY	474.	STONEWALL COUNTY	535.	VAN ALSTYNE ISD
414.	MONAHANS WICKETT PYOTE ISD	475.	TARLETON STATE UNIVERSITY	536.	VAN ZANDT COUNTY
415.	MONTGOMERY COUNTY	476.	TARRANT APPRAISAL DISTRICT	537.	VERNON ISD
416.	MONTGOMERY CNTY ESC 10	477.	TARRANT CNTY 9-1-1 EMG ASS DIST	538.	VICTORIA COUNTY
417.	MONTGOMERY CNTY HOSP DIST.	478.	TARRANT COUNTY COLLEGE DIST.	539.	WACO ISD
418.	MOUNT PLEASANT POLICE DEPT.	479.	TARRANT CTY EMG SVCS DISTRICT 1	540.	WALKER COUNTY
419.	MOUNT VERNON POLICE DEPT.	480.	TARRANT COUNTY HOSP DIST	541.	WALLER COUNTY
420.	NACOGDOCHES COUNTY	481.	TARRANT CTY WORKFORCE DEV Bd	542.	WARD COUNTY
421.	NAVARRO COUNTY	482.	TARRANT REGIONAL WATER DIST	543.	WAXAHACHIE ISD
422.	NEVADA VOL. FIRE DEPT.	483.	TAYLOR COUNTY	544.	WEATHERFORD COLLEGE
423.	NEW CANEY ISD	484.	TEMPLE COLLEGE	545.	WEATHERFORD ISD
424.	NOLAN COUNTY	485.	TERRELL ISD	546.	WEBB CONSOLIDATED ISD
425.	NORMANGEE ISD	486.	TEXARKANA ISD	547.	WEST TEXAS A&M UNIVERSITY
426.	NORTH CENTRAL TX CNCL OF GOVS	487.	TEXAS A&M UNIV AT COMMERCE	548.	WESTMINSTER FIRE DEPT.
427.	NORTH TX MUNICIPAL WATER DIST	488.	TEXAS A&M UNIVERSITY-KINGSVILLE	549.	WESTON VOLUNTEER FIRE DEPT
428.	NORTH TEXAS TOLLWAY AUTH	489.	TEXAS A& M UNIV.-TEXARKANA	550.	WHITE SETTLEMENT ISD
429.	NORTHWEST ISD	490.	TEXAS ALCOHOLIC BEVERAGE COMM.	551.	WILLIAMSON COUNTY
430.	NUECES COUNTY	491.	TEXAS DEPT. OF PARK/WILDLIFE	552.	WILLIAMSON CNTY EMG SVCS DIST #3

**ANNUAL CONTRACT FOR
GREASE, LINT, OIL, AND SAND TRAP CLEANING SERVICES**

- 553. WILSON COUNTY
- 554. WINKLER COUNTY
- 555. WINNSBORO HOUSING AUTHORITY
- 556. WINNSBORO ISD
- 557. WISE COUNTY
- 558. WOOD COUNTY
- 559. YMCA OF METROPOLITAN DALLAS
- 560. YOUNG COUNTY
- 561. ZAPATA COUNTY

**ANNUAL CONTRACT FOR
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SPECIAL TERMS AND CONDITIONS OF THE CONTRACT

5. **EXAMINATION OF EXISTING PREMISES:** It is understood and agreed that the Contractor has by careful examination, satisfied himself as to the nature and location of the work, the character and quality of the materials to be encountered, the character of equipment and facilities needed preliminary to and during the prosecution of the work, the general and local conditions, and all other matters which can in any way affect the work under this contract. No verbal agreement or conversation with any officer, agent, or employee of the Owner, either before or after the execution of this contract, shall affect or modify any of the terms or obligations herein contained. The bid shall be based on the specifications, supplemented by the affecting conditions.
6. **RISK:** The work under this contract in every respect shall be at the risk of the Contractor until finished and accepted.
7. **EXECUTION, CORRECTION, AND INTENT OF DOCUMENTS:** The intent of the contract documents, plans and specifications is to describe the complete work to be performed under such contract. Unless otherwise provided, it is also the intent of the plans and specifications and contract documents that the respective Contractor(s) shall furnish all materials, supplies, tools, equipment, machinery, labor and supervision necessary for the prosecution and completion of the work in full compliance with the proposal, plans, specification and other documents.
8. **INSURANCE:**
 - A. The Contractor shall take out, pay for and maintain at all times during the prosecution of the work under the contract, the following forms of insurance, in carriers acceptable to and approved by Tarrant County.
 - 1) Workers' Compensation/Employer's Liability
 - a. Workers' Compensation — statutory
 - b. Employer's liability — \$500,000
 - 2) Commercial General Liability:
 - a. Bodily Injury/Personal Injury/Property Damage —
\$1,000,000 per occurrence/\$2,000,000 aggregate
 - 3) Automobile Liability:
 - a. Bodily injury — \$500,000 minimum combined single limit
 - 4) Contractual liability — same limits as above.

<p style="text-align: center;">ANNUAL CONTRACT FOR GREASE, LINT, OIL, AND SAND TRAP CLEANING SERVICES</p>
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SPECIAL TERMS AND CONDITIONS OF THE CONTRACT

- B. The County reserves the right to review the insurance requirements of this section during the effective period of the contract and to require adjustment of insurance coverage and their limits when deemed necessary and prudent by the County based upon changes in statutory law, court decisions, or the claims history of the industry as well as the Contractor.
- C. Required Provisions:
1. Proof of Carriage of Insurance - All Certificates of Insurance will be required in duplicate and filed with the Tarrant County Purchasing Agent and the Budget and Risk Management Department at 100 East Weatherford Street, Suite 305, Fort Worth, Texas 76196 prior to work commencing.
 2. All Certificates shall provide Tarrant County with an unconditional thirty (30) days written notice in case of cancellation or any major change.
 3. All applicable coverage, certificates shall name Tarrant County and its officers, employees, and elected representatives as an additional insured.
 4. All copies of the Certificates of Insurance shall reference the project name and solicitation number for which the insurance is being supplied.
 5. The Contractor agrees to waive subrogation against Tarrant County, its officers, employees, and elected representatives for injuries, including death, property damage, or any other loss to the extent the loss, if any, is covered by the proceeds of insurance.
 6. If applicable, the Contractor/Vendor is responsible for making sure any subcontractor(s) performing work under this agreement has the required insurance coverage(s) and supplies Tarrant County with the proper documents verifying the coverage.
9. **LABOR:** Perform labor in a workmanlike manner by skilled mechanics of their respective trades.
10. **TIME OF COMPLETION:** Each Bidder shall state in his bid, in the space provided, the number of calendar days required from the date of receipt of "Notice to Proceed" to complete the work.
11. **WORKMEN'S SAFETY:** The Contractor shall meet all safety and health regulations required by the Occupational Safety and Health Administration, Department of Labor and all state regulations dealing with occupational safety.
12. **SALES TAX:** Contracts or subcontracts let on this project are exempt from the "Limited Sales Tax" of the State of Texas, and no provisions should be made in any bid for an amount to be used to pay such tax, either directly or indirectly.

**ANNUAL CONTRACT FOR
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SPECIAL TERMS AND CONDITIONS OF THE CONTRACT

13. **MATERIAL SUBSTITUTION:**

- A. Where several materials are specified by name for one use, select for use of those specified. Wherever item or class of material is specified exclusively by trade name, manufacturer's name or catalog reference, use only such item unless written approval for substitution is secured.
- B. The Specifications specify the quality of the materials to be used. The method of fabrication and incorporation into the building shall be governed by the best known practices in each of the respective trades.

14. **CODE REQUIREMENTS:** The rules and regulations, ordinances and laws governing the installation of the work and/or equipment shall be in accordance with all regulations and codes of the Federal, State, and Municipal departments having jurisdiction, the National Board of Fire Underwriters, Factory Mutual Insurance, and Texas Engineering and Fire Prevention Bureau, and the local utility companies which are in force at the time of the execution of the work.

15. **PROTECTION:** The Contractor shall provide and maintain all protections required by the governing laws, regulations, and ordinances. The Contractor shall be responsible for any loss or damage caused by him or his workmen to the property of the Owner or to the work or materials installed and shall make good any loss, damage, or injury without cost to the owner.

16. **INDEMNIFICATION:** The Contractor agrees to fully indemnify and save whole and harmless the County of Tarrant from all costs or damages arising out of any real or asserted claim or cause of action against it of whatsoever kind or character and in addition, from any and all costs or damages arising out of any wrongs, injuries, demands or suits for damages, either real or asserted, claimed against it that may be occasioned by any act, omission, neglect or misconduct of the said Contractor, his agents, servants, and employees.

17. **CRIMINAL BACKGROUND CHECK:**

- A. If this contract requires that Vendor personnel access Tarrant County Data (either on-site or remotely) or access secure areas of Tarrant County Facilities, then Vendor personnel may be required to undergo a fingerprint-based Criminal Justice Information Services (CJIS) Background Check, a Human Resources Criminal Background Check, or a Sheriff's Criminal Background Check. Criminal Background Checks will be paid for by Tarrant County.
 - 1. The Vendor must provide information, including, but not limited to, employee name, date of birth, a clear copy of employee's driver's license, and a copy of employee's social security card for each individual required to pass a Criminal Background Check.
 - 2. Award of a contract could be affected by the Vendor's refusal to agree to these terms.

ANNUAL CONTRACT FOR GREASE, LINT, OIL, AND SAND TRAP CLEANING SERVICES

SPECIAL TERMS AND CONDITIONS OF THE CONTRACT

3. Failure of the Vendor to supply personnel who pass a Criminal Background Check could affect the award of the contract or result in termination of the contract.
4. The Criminal Background Check applies to the individual and not the Company.
5. Passing status must be maintained by Vendor personnel for duration of the contract.

18. **INFORMATION TECHNOLOGY HOSTED OR CLOUD SOLUTION:**

A. The following is only applicable when a Vendor is providing Information Technology hosted or cloud solution:

1. **Confidentiality, Integrity, Availability (CIA)**

Vendor shall protect the Confidentiality, Integrity, and Availability (CIA) of all Tarrant County Data ensuring extra levels of security. All Tarrant County information must remain private and permit redaction of protected information before publication. Audit trails cannot be altered.

2. **Breach Notification**

Vendor agrees that upon discovery of unauthorized access to Tarrant County Data, Vendor shall notify Tarrant County both orally and in writing. In no event shall the notification be made more than forty-eight (48) hours after Vendor knows or reasonably suspect unauthorized access has or may have occurred. In the event of a suspected unauthorized Access, Vendor agrees to reasonably coordinate with Tarrant County to investigate the occurrence.

3. **Data**

All Tarrant County data will remain in the 48 contiguous United States at all times.

4. **Right to Audit**

Tarrant County reserves the right to audit vendor data centers which house Tarrant County Data or receive SSAE 16 SOC Type II audits from a reputable security advisory service firm (e.g. EY, Deloitte, KPMG, PWC, Coalfire, etc.).

<p style="text-align: center;">ANNUAL CONTRACT FOR GREASE, LINT, OIL, AND SAND TRAP CLEANING SERVICES</p>
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Evaluation Criteria will include, but is not limited to the following:

1. Unit Price
2. Delivery
3. Bidder's past performance record with Tarrant County
4. Tarrant County's evaluation of Bidder's ability to perform
5. Tarrant County's experience with products bid
6. Special needs and requirements of Tarrant County
7. Results of testing samples (if needed)

Quantities indicated on the Price Forms are estimates based upon the best available information. Tarrant County reserves the right to increase or decrease the quantities to meet its actual needs without any adjustments in the bid price.

Any **catalog, brand name or manufacturer's reference** used is considered to be descriptive - - not restrictive -- and is indicative of the type and quality Tarrant County desires to purchase. Bids on similar items of like quality may be considered if the bid is noted and fully descriptive brochures are enclosed. If notation of substitution is not made, it is assumed the Vendor is bidding item specified. The Vendor will not be allowed to make unauthorized substitutions after award.

ANNUAL CONTRACT FOR GREASE, LINT, OIL, AND SAND TRAP CLEANING SERVICES

TECHNICAL SPECIFICATIONS

I. INTRODUCTION:

- A. Tarrant County is seeking bids from qualified, experienced service companies to clean out and dispose of waste that has accumulated in grease, lint, oil, and sand traps located at various facility sites within Tarrant County limits.

II. SCOPE:

- A. Awarded vendor shall perform all trap clean-out services in accordance with all applicable laws, codes and ordinances including Model Standards adopted by Texas Commission on Environmental Quality. Current Model Standards for Texas Commission on Environmental Quality can be found at the link below:
1. Link:
<https://www.tceq.texas.gov/assistance/water/wastewater/fog/modelstandards.html>
- B. Awarded vendor shall upon request supply a TRAP CLEAN-OUT SERVICE VISIT of requested TRAP EQUIPMENT, which is to include the following services at a minimum (“skimming” in lieu of complete cleaning will not be acceptable):
1. Remove all liquid and solid waste residues from trap.
 2. Clean trap by mechanically scraping down side walls of trap.
 3. Clean trap area by using pressure washing equipment (this service is to be excluded from the Tarrant County Corrections Center location).
 4. Clear any debris from trap area and dispose of debris off-site.
 5. Deodorize area surrounding tank.
- C. TRAP CLEAN-OUT SERVICE VISITS are typically scheduled during normal business hours of Monday through Friday, 8:00 am through 5:00 pm Central Standard Time. Additional charges for TRAP CLEAN-OUT SERVICE VISITS scheduled outside of normal business hours are to be listed on the pricing pages provided.
- D. Bidders are to include all labor, fuel, delivery, freight, service call, and parts/material costs when providing pricing for TRAP CLEAN-OUT SERVICE VISITS.
- E. Bidders are to include all equipment costs (including any rental costs) when providing pricing for TRAP CLEAN-OUT SERVICE VISITS.
- F. Awarded vendor must provide technicians that are trained to complete requested services. Bidders are to include descriptions of the training programs used to train technicians that will be used for completing services under this agreement.
- G. Awarded vendors must schedule service dates with appointed Tarrant County personnel. Vendor must not complete work without prior approval to proceed from Tarrant County. Changes in schedule for any reason (including inclement weather) must be approved by Tarrant County.

**ANNUAL CONTRACT FOR
GREASE, LINT, OIL, AND SAND TRAP CLEANING SERVICES**

- H. Awarded vendor must sign in upon arrival and sign out when leaving the job site on the vendor sign-in logs at every facility. Tarrant County will not sign vendor's sign-in sheets; thereby unknowingly agreeing to any other terms and conditions that may be listed on their sign-in sheets.
- I. Awarded vendor shall supply an Inspection Report describing services completed on the service visit date. Vendor shall list services completed and areas worked on Inspection Reports.
- J. Tarrant County reserves the right to solicit separate bids for all individual projects that may exceed \$25,000, but not limited to. Tarrant County reserves the right to use other vendors when the response time is not met, the quality of work is seen as unacceptable, the number of hours estimated/being charged is considered excessive, or the number of journeymen and/or helpers required/set to perform the work required on a certain projected is determined to be excessive.
- K. Should a project require Tarrant County's Contractor to pull a permit from a city having jurisdiction, the awarded vendor shall apply for and secure such permit prior to the start of work on the project requiring the permit. In no case will the awarded vendor submit an invoice for work completed when a permit was required for that project and said permit was not first obtained by the contractor.
- L. Awarded vendor is to supply a copy of SDS sheets of all chemicals/products that are routinely used for the completion of services. Tarrant County reserves the right to disallow the use of any chemicals/products in the completion of services under this RFB.
- M. Awarded vendor shall be responsible for cleanup of debris and spills resulting from work completed while completing services under this RFB.
- N. Awarded vendors shall not use Tarrant County dumpsters to dispose of any refuse.
- O. Awarded vendor shall be responsible for replacing, at no cost to Tarrant County, any damages incurred during completion of services under this Request for Bid.
- P. Awarded vendor must maintain a staff adequate to complete required service calls. This staff must be established one (1) month prior to the scheduled visit date of each service call.
- Q. Tarrant County reserves the right to add or delete locations/services as needed. Tarrant County will request a written quotation from the awarded vendor for additional locations. Awarded vendor shall submit, in writing, a fair and reasonable price for a service call for the new location(s)/service(s) based on current bid prices contained in this RFB. If it is determined the quote is excessive, Tarrant County reserves the right to request quotations from additional sources.

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III. INVOICING:

- A. In addition to the Accounts Payable email address SAP-invoices@tarrantcounty.com, all invoices are to be sent to the Tarrant County Facilities Management Office at TCFMinvoices@tarrantcounty.com. It will be time/date stamped and will be forwarded to the appropriate building manager to complete the requisition.
- B. Tarrant County reserves the right to request supporting documents for typical truck stock items, as necessary. If there are questions or discrepancies about an invoice or some other document that has been submitted with invoice, vendor will be contacted by a member of the Facilities Management Staff.
- C. Priority must be given to correcting invoices, or providing the additional information, when contacted by Facilities Management Staff in a timely manner or within one (1) to two (2) days after a request has been made by Facilities Management Staff.
- D. All invoices must be dated for the same month the invoice is being submitted. All invoices must specify date of service and be accompanied by a work order or job ticket. Tarrant County Facilities Management will not sign work orders or job tickets; thereby unknowingly agreeing to any other terms and conditions that may be listed on their sign-in sheets.
- E. Awarded vendors shall not charge Tarrant County a separate “trip charge” on any project performed under this Annual Contract. Vendor’s time shall not start until the vendor has arrived on-site to start the project. Trip charges include trips to retrieve any necessary equipment or parts to perform the work.
- F. Awarded vendors shall not charge fuel surcharges.
- G. Awarded vendors shall not charge any percentage (%) mark-up on any owned or rental equipment the Bidder may rent and utilize under this contract, including awarded vendor’s sub-contractor(s).
- H. Awarded vendors shall be sufficiently staffed (with journeyman/technicians, plus helpers) to respond to a call within four (4) hours after the receipt of a call from a Building Manager or Building Superintendent.
- I. Tarrant County will not reimburse for parking expenses. There is limited vendor parking available on a first come first serve basis offered by Tarrant County



TARRANT COUNTY

HISTORICALLY UNDERUTILIZED BUSINESSES (HUB) POLICY

I. POLICY STATEMENT

The Tarrant County Commissioners Court, being the policy development and budgetary control unit of county government, will strive to ensure that all businesses, regardless of size, economic, social or ethnic status have an equal opportunity to participate in the County's procurement processes. The County is committed to promote full and equal business opportunity for all businesses to supply the goods and services needed to support the mission and operations of county government, and seeks to encourage the use of certified historically underutilized businesses (HUBs) through the use of race, ethnic and gender neutral means. It is the policy of Tarrant County to involve certified HUBs to the greatest extent feasible in the County's procurement of goods, equipment, services and construction projects while maintaining competition and quality of work standards. The County affirms the good faith efforts of firms who recognize and practice similar business standards.

II. DEFINITIONS

Historically underutilized businesses (HUBs), also known as a disadvantaged business enterprise (DBE), are generally business enterprises at least 51% of which is owned and the management and daily business operations are controlled by one or more persons who is/are socially and economically disadvantaged because of his or her identification as a member of certain groups, including women, Black Americans, Mexican Americans and other Americans of Hispanic origin, Asian Americans and American Indians.

Certified HUBs includes business enterprises that meet the definition of a HUB and who meet the certification requirements of certification agencies recognized by Tarrant County.

Businesses include firms, corporations, sole proprietorships, vendors, suppliers, contractors, subcontractors, professionals and other similar references when referring to a business that provides goods and/or services regardless of the commodity category.

Statutory bid limit refers to the Texas Local Government Code provision that requires competitive bidding for many items valued at greater than \$50,000.

III. POLICY GUIDELINES

- A. Tarrant County, its contractors, their subcontractors and suppliers, as well as all vendors of goods, equipment and services, shall not discriminate on the basis of race, color, creed, gender, age, religion, national origin, citizenship, mental or physical disability, veteran's status or political affiliation in the award and/or performance of contracts. All entities doing business or anticipating doing business with the County shall support, encourage and implement affirmative steps toward a common goal of establishing equal opportunity for all citizens and businesses of the county.
- B. Tarrant County will use and recognize the State of Texas certification process in conjunction with the implementation of this policy. The County does recognize other agencies' certifications. Tarrant County reserves the right to review the certification status of any vendor applying to do business with the County. This review will be accomplished to determine the validity and authenticity of the vendor's certification as a HUB.
- C. The Commissioners Court may establish HUB target goals. Through a systematic approach of soliciting quotes, bids and proposals from certified HUBs and in compliance with applicable state and federal law this policy will strive to meet those goals.
 1. Target goals should consider:
 - the availability of HUB firms within the specific category of goods or services to be procured; and
 - the diversity of the county's population.
 2. The goals should be reviewed and amended periodically.
 3. The program may apply to all County procurements including construction and professional services.
 4. Particular attention will be given to HUB participation on purchases in excess of the statutory bid limit.
 5. The Commissioners Court herein establishes a 20% good faith target goal for Tarrant County.

- D. Tarrant County will actively seek and encourage HUBs to participate in all facets of the procurement process by:
1. Continuing to increase and monitor a database of certified HUB vendors, professionals and contractors. The database will be expanded to include products, areas of expertise and capabilities of each HUB firm.
 2. Continuing to seek new communication links with HUB vendors, professionals and contractors to involve them in the procurement process.
 3. Continuing to advertise bids on the County's website and in newspapers including newspapers that target socially and economically disadvantaged communities.
 4. Continuing to provide bid notifications to minority Chambers of Commerce.
- E. As prescribed by law, the purchase of one or more items costing in excess of the statutory bid limit must comply with the competitive bid process. Where possible, those bids will be structured to include and encourage the participation of HUB firms in the procurement process by:
1. Division of proposed requisitions into reasonable lots in keeping with industry standards and competitive bid requirements.
 2. Where feasible, assessment of bond and insurance requirements and the designing of such requirements to reasonably permit more than one business to perform the work.
 3. Specification of reasonable, realistic delivery schedules consistent with the County's actual requirements.
 4. Specifications, terms and conditions reflecting the County's actual requirements are clearly stated, and do not impose unreasonable or unnecessary contract requirements.
- F. A HUB Policy statement shall be included in all specifications. The County will consider the bidder's responsiveness to the HUB Policy in the evaluation of bids and proposals. Failure to demonstrate a good faith effort to comply with the County's HUB policy may result in a bid or proposal being considered non-responsive to specifications.
- G. The Tarrant County Purchasing Department will actively seek the participation of HUB firms in the quotation process for purchases under the statutory bid limit. HUB firms will be identified on the computerized database and linked to the commodities they represent. Buyers will be encouraged to use available internal and external databases of certified HUB firms.

- H. Nothing in this policy shall be construed to require the County to award a contract other than to the lowest responsive bidder meeting specifications as required by law. This policy is narrowly tailored in accordance with applicable law.

IV. ADMINISTRATIVE GUIDELINES

- A. The Tarrant County Purchasing Department shall serve as the County's HUB Office with responsibility for the implementation, monitoring and general operations of the HUB policy. The Purchasing Agent shall serve as the County HUB Officer.
 - 1. The HUB Officer will establish procedures to implement this policy across the full spectrum of the procurement process. The County HUB Office will periodically review with department head and elected officials regarding procurement opportunities.
 - 2. Managing the policy and training buyers and other County personnel in order to meet County goals will be the responsibility of the HUB Office.
 - 3. The HUB Office will cooperate with other local government entities to increase HUB participation throughout the county and region. The HUB Office is encouraged to participate in educational and other outreach programs to assist HUB firms.
 - 4. The HUB Officer will receive and review complaints and recommendations regarding the implementation of the HUB Policy and the good faith efforts of bidders. Further, the HUB Office will audit for compliance to the HUB Policy on eligible projects after award, during the performance of the contract and after completion, while also making any recommendations to Commissioners Court regarding any irregularities or misrepresentation of facts as they relate to compliance with the policy. The HUB Office will review documentation submitted by HUB firms in compliance with this policy.
 - 5. An annual report along with recommendations shall be provided to the Commissioners Court and Purchasing Board. The annual report will provide statistical data and efforts reflected in the number of purchase orders, value of goods and services purchased, percentages to HUB firms, and outreach and marketing efforts. Other statistics may be required or requested by the Commissioners Court or Purchasing Board.

510 Historically Underutilized Businesses Policy

Adopted: Court Order 64788 (December 17, 1990)
Amended: Court Order 69958 (December 7, 1993)
Amended: Court Order 99651 (December 28, 2006)
Amended: Court Order 127875 (June 19, 2018)

**ANNUAL CONTRACT FOR
GREASE, LINT, OIL, AND SAND TRAP CLEANING SERVICES**

FOR DISADVANTAGED BUSINESS ENTERPRISES ONLY

Disadvantaged Business Enterprises (DBE) are encouraged to participate in Tarrant County's bid process. The Purchasing Department will provide additional clarification of specifications, assistance with Price Forms, and further explanation of bidding procedures to those DBEs who request it.

Representatives from DBE companies should identify themselves as such and submit a copy of the Certification.

Tarrant County recognizes the certifications of both the State of Texas General Services Commission HUB Program and the North Central Texas Regional Certification Agency. All companies seeking information concerning DBE certification are urged to contact.

Texas Procurement and Support Services
Statewide HUB Program
1711 Jacinto Blvd.
PO Box 13047
Austin, Texas 78711-3047
(512) 463-5872

OR

North Central Texas
Regional Certification Agency
624 Six Flags Drive, Suite 100
Arlington, Texas 76011
(817) 640-0606

IF YOUR COMPANY IS CERTIFIED, ATTACH A COPY OF THE CERTIFICATION TO THIS FORM AND RETURN WITH BID.

COMPANY NAME: _____

REPRESENTATIVE: _____

ADDRESS: _____

CITY, STATE, ZIP: _____

TELEPHONE NO. _____ FAX NO. _____

Indicate all that apply:

- _____ Minority-Owned Business Enterprise
- _____ Women-Owned Business Enterprise
- _____ Disadvantaged Business Enterprise

NOTE: WITHOUT A VALID CERTIFICATION ON FILE, YOU WILL NOT BE EVALUATED AS A HUB/DBE.

ANNUAL CONTRACT FOR GREASE, LINT, OIL, AND SAND TRAP CLEANING SERVICES

TVORS REGISTRATION

An important part of doing business with Tarrant County is to sign up in our free Tarrant Vendor Online Registration System (TVORS).

TVORS is a web-based vendor registration program that is designed to be an easy-to-use, self-service application that allows vendors to establish and maintain their own company and certification data for the purpose of bid notification and information.

<https://tvorspublic.tarrantcounty.com/>

TARRANT
Vendor Online Registration System

The perfect mix of Cowboys and Culture!
TARRANT COUNTY

100 E. Weatherford Street
Fort Worth, Texas 76106
(817) 254-1111

Welcome to TVORS!

Vendors that would like to receive bid opportunities from Tarrant County are encouraged to register in TVORS. Vendors are responsible to keep contact information current in TVORS so as to facilitate bid notifications from Tarrant County.

Changes to TVORS contact information DOES NOT affect vendor information pertaining to Purchase Order or Remit To addresses.

Login to TVORS

If you have already registered with TVORS, please go ahead and login.

User ID:

Password:

Keep me signed in on this computer unless I sign out.

VENDOR LOGIN

If you have forgotten your password, enter your email address below and click the Forgot Password button. We will send you an email including your User ID and password.

Email Address:

FORGOT PASSWORD

Register with TVORS

There are four steps to the TVORS registration process. You will have the option to save your work after the completion of each step. You may then login to your TVORS account at anytime to make changes or to complete the registration process.

You must complete all mandatory information in order to be considered for bid opportunities from Tarrant County Purchasing.

To complete your TVORS registration, you will go through the following steps:

STEP 1: Enter company data

STEP 2: Enter commodity/service codes (NIGP)
Failure to select NIGP code(s), could result in improper bid notification or no notification at all.

STEP 3: Enter user data (if applicable)

STEP 4: Enter certifications (if applicable)

If you have any questions during your registration, please call (817) 884-1414 or email TVORS@TarrantCounty.com.

To begin the registration process, please click the button below.

VENDOR REGISTRATION

After registering, be sure to email or fax all copies of your current HUB/MBE certificate(s) to TVORS@Tarrantcounty.com or (817) 884-2629, respectively.

Already Registered? Please log into your profile to make sure all contact information is correct, then check the *Data Verified* box at the bottom of the *Company Data* Section of your profile.

Contact Teresa Lobacz, Tarrant County HUB Coordinator, at the email above or at (817) 884-1414 if you have any registration questions.

**ANNUAL CONTRACT FOR
GREASE, LINT, OIL, AND SAND TRAP CLEANING SERVICES**

REFERENCES

Please list three (3) references, **other than past or present employees of Tarrant County**, who can verify your performance as a Vendor. Performance includes, but is not limited to, sales and/or service, delivery, invoicing, and other items as may be required for Tarrant County to determine Vendor's ability to provide the intended goods or service of the bid. Tarrant County **PREFERS** references to be from Government customers. References must be able to verify the quality of service Vendor's company provides and that the Bidder has completed a project of similar size and scope of work in this response. Inaccurate, obsolete or negative responses from the listed references could result in rejection of your bid.

Failure to supply the required references will deem the bid as non-responsive and will not be considered for award.

Bidder involvement with reference checks is not permitted. Only Tarrant County or its designee will conduct reference checks. Any deviation to this will result in rejection of your response.

REFERENCE ONE

GOVERNMENT/COMPANY NAME: _____
ADDRESS: _____
CONTACT PERSON AND TITLE: _____
TELEPHONE NUMBER: _____
E-MAIL ADDRESS: _____
SCOPE OF WORK: _____
CONTRACT PERIOD: _____

REFERENCE TWO

GOVERNMENT/COMPANY NAME: _____
ADDRESS: _____
CONTACT PERSON AND TITLE: _____
TELEPHONE NUMBER: _____
E-MAIL ADDRESS: _____
SCOPE OF WORK: _____
CONTRACT PERIOD: _____

REFERENCES MUST BE RETURNED WITH BID!

**ANNUAL CONTRACT FOR
GREASE, LINT, OIL, AND SAND TRAP CLEANING SERVICES**

REFERENCES

REFERENCE THREE

GOVERNMENT/COMPANY NAME: _____

ADDRESS: _____

CONTACT PERSON AND TITLE: _____

TELEPHONE NUMBER: _____

E-MAIL ADDRESS: _____

SCOPE OF WORK: _____

CONTRACT PERIOD: _____

REFERENCES MUST BE RETURNED WITH BID!

**ANNUAL CONTRACT FOR
GREASE, LINT, OIL, AND SAND TRAP CLEANING SERVICES**

SIGNATURE FORM

The undersigned, on behalf of and as the authorized representative of Bidder, agrees this bid becomes the property of Tarrant County after the official opening.

The undersigned affirms that the Bidder has familiarized himself with the local conditions under which the work is to be performed; satisfied himself of the conditions of delivery, handling and storage of equipment and all other matters that may be incidental to the work, before submitting a bid.

The undersigned agrees, on behalf of Bidder, that if the bid is accepted, Bidder will furnish all materials and services upon which price(s) are offered, at the price(s) and upon the terms and conditions contained in the specifications. The period for acceptance of this bid will be ninety (90) calendar days.

The undersigned affirms that they are duly authorized to execute this contract, that this bid has not been prepared in collusion with any other Bidder, nor any employee of Tarrant County, and that the contents of this bid have not been communicated to any other Bidder or to any employee of Tarrant County prior to the official opening of this RFB.

Vendor hereby assigns to Tarrant County all claims for overcharges associated with this contract which arise under the antitrust laws of the United States, 15 USCA Section 1 et seq., and which arise under the antitrust laws of the State of Texas, Tex. Bus. & Com. Code, Section 15.01, et seq.

The undersigned affirms that they have read and do understand the specifications and any attachments contained in this solicitation. ***Failure to sign and return this form will result in the rejection of the entire bid.***

Signature _____ **X**

Authorized Representative

Legal Name of Company

Date

Street Address

Printed Name of Authorized Representative

City, State and Zip

Title of Authorized Representative

Telephone Number

Fax Number

E-Mail Address

AFTER HOURS EMERGENCY CONTACT:

Name: _____

Tel. No. _____

THIS FORM MUST BE SIGNED.

THE ORIGINAL WITH ORIGINAL SIGNATURE AND ONE (1) COPY MUST BE RETURNED WITH BID!



Did you sign and submit all
required forms?
If not, your Bid will be
rejected!

**ANNUAL CONTRACT FOR
GREASE, LINT, OIL, AND SAND TRAP CLEANING SERVICES**

COMPANY IS:

Business included in a Corporate Income Tax Return? _____ YES _____ NO

_____ Corporation organized & existing under the laws of the State of _____

_____ Partnership consisting of _____

_____ Individual trading as _____

_____ Principal offices are in the city of _____

Unique Entity Identifier (UEI) Number: _____

CAGE Code: _____

**ANNUAL CONTRACT FOR
GREASE, LINT, OIL, AND SAND TRAP CLEANING SERVICES**

COMPLIANCE WITH FEDERAL AND STATE LAWS

CERTIFICATION OF ELIGIBILITY

By submitting a Bid in response to this solicitation, the Bidder certifies that at the time of submission, they are not on the Federal Government's list of suspended, ineligible, or debarred entities.

In the event of placement on the list between the time of Bid submission and time of award, the Bidder will notify the Tarrant County Purchasing Agent. Failure to do so may result in terminating this contract for default.

RELATING TO STATE CONTRACTS WITH AND INVESTMENTS IN COMPANIES THAT BOYCOTT ISRAEL AND INVESTMENTS IN COMPANIES THAT DO BUSINESS WITH IRAN, SUDAN, OR ANY KNOWN FOREIGN TERRORIST ORGANIZATIONS.

Bidder verifies that they do not boycott Israel and will not boycott Israel in accordance with Texas Government Code Section 2270.001(2) during the term of this contract. Bidder further verifies pursuant to Texas Local Government Code Section 2252.152 that they are not engaged in business with Iran, Sudan, or any foreign terrorist organization. The term "foreign terrorist organization" means an organization designated as a foreign terrorist organization by the United States Secretary of State as authorized by 8 U.S.C. Section 1189.

DISCLOSURE OF INTERESTED PARTIES

The law states that a governmental entity may not enter into certain contracts with a nonexempt business entity unless the business entity submits a disclosure of interested parties to the governmental entity. By submitting a Bid in response to this solicitation, the Bidder agrees to comply with HB 1295, Government Code 2252.908. Bidder agrees to provide Tarrant County Purchasing Agent, and/or requesting department, the "Certificate of Interested Parties," Form 1295 as required, within **ten (10)** business days from notification of pending award, renewal, amended or extended contract.

VENDOR IS EXEMPT FROM CERTIFICATION REGARDING ENERGY COMPANIES AND FIREARM ENTITIES OR FIREARM TRADE ASSOCIATIONS:

Vendor is a sole proprietorship OR is a non-profit entity OR Vendor is a company that does NOT have 10 or more full-time employees AND/OR this contract does NOT have a value of \$100,000.00 or more that is to be paid wholly or partly paid from public funds of the governmental entity.

If the Vendor Cannot Certify that it is EXEMPT as Above, Vendor Must Certify as Follows:

Vendor is NOT EXEMPT and Certifies as follows:

Boycott of Energy Companies Prohibited. In compliance with Section 2274.002 of the Texas Government Code (added by 87th Legislature S. B. 13), Vendor verifies that it does not boycott energy companies and will not boycott energy companies during the term of the above-described contract. "Boycott energy company" is defined in Section 809.001(1) (added by 87th Legislature, S. B. 13) and means, without an ordinary business purpose, refusing to deal with, terminating business activities with, or otherwise taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations with a company because the company: (A) engages in the exploration, production, utilization, transportation, sale, or manufacturing of fossil fuel-based energy and does not commit or pledge to meet environmental standards beyond applicable federal and state law; or (B) does business with a company described by subsection (A).

**ANNUAL CONTRACT FOR
GREASE, LINT, OIL, AND SAND TRAP CLEANING SERVICES**

COMPLIANCE WITH FEDERAL AND STATE LAWS

Discrimination against Firearm Entities or Firearm Trade Associations Prohibited. In compliance with Section 2274.002 of the Texas Governmental Code (added by 87th Legislature, S. B. 19), Vendor verifies that it does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association; and will not discriminate during the term of the above-described contract] against a firearm entity or firearm trade association. “Discriminate against a firearm entity or firearm trade association” is defined in Section 2274.001(3) (added by 87th Legislature, S. B. 19) and means, with respect to the entity or association, to (i) refuse to engage in the trade of any goods or services with the entity or association based solely on its status as a firearm entity or firearm trade association; (ii) refrain from continuing an existing business relationship with the entity or association based solely on its status as a firearm entity or firearm trade association; or (iii) terminate an existing business relationship with the entity or association based solely on its status as a firearm entity or firearm trade association; the term *does not include*: (i) the established policies of a merchant, retail seller, or platform that restrict or prohibit the listing or selling of ammunition, firearms, or firearm accessories; and (ii) a company’s refusal to engage in the trade of any goods or services, decision to refrain from continuing an existing business relationship, or decision to terminate an existing business relationship: (aa) to comply with federal, state, or local law, policy, or regulations or a directive by a regulatory agency; or (bb) for any traditional business reason that is specific to the customer or potential customer and not based solely on an entity’s or association’s status as a firearm entity or firearm trade association.

Vendor Hereby Certifies (Mark Applicable Certification):

_____ Vendor is EXEMPT from Certification as set out above.

_____ Vendor is NOT EXEMPT from Certification as set out above, and Vendor Certifies that it does not and will not Boycott Energy Companies and that it does not and will not engage in prohibited Discrimination against Firearm Entities or Firearm Trade Associations.

Signature _____ X

THIS FORM MUST BE SIGNED.

THE ORIGINAL WITH ORIGINAL SIGNATURE AND ONE (1) COPY MUST BE RETURNED WITH BID!

**ANNUAL CONTRACT FOR
GREASE, LINT, OIL, AND SAND TRAP CLEANING SERVICES**

AFFIRMATIONS/FORMS/DOCUMENTS

✓ Check Indicates Completion	
	1. References. Bidder has provided references, other than Tarrant County. References must be able to verify the quality of service the company provides and that the company has completed a project of similar size and scope of work in this RFB.
	2. Signatures. All forms requiring a signature must be signed. Bids not signed will be rejected.
	3. Price Forms. All sections of Price Forms have been completed.
	4. Bidder has acknowledged Secondary/Alternate Award and Cooperative Purchasing opportunities in the Special Terms and Conditions on pages 6 and 7.
	5. Insurance Certificates (If required). Bidders must submit all Insurance Certificates prior to commencement of work. If no insurance requirements specified, mark N/A.
	6. Addenda. When applicable, Bidder acknowledges receipt of all Addenda and any revised Forms. Bidder must sign and submit any required signature forms.
	7. It is the Bidders' sole responsibility to print and review all pages of the RFB document, attachments, questions and responses, addenda and special notices. The Signature Form must be signed and returned. Failure to provide a signature on the form renders bid non-responsive. Failure to complete and submit all required forms, including but not limited to References, Compliance With Federal and State Laws Form, Questionnaires (when applicable), Addenda (including revised forms), and any other specified forms or documents will be grounds for rejection of entire bid.
	8. Bidder has read, understands, and agrees to Tarrant County's Criminal Background Check requirements.
	9. Accuracy for all mathematical and numerical entries is the sole responsibility of the Bidder. Tarrant County will not be responsible for errors made by the Bidder.
	10. Bidder's company is registered on TVORS (Tarrant Vendor On-Line Registration System).
	11. Bidder has sealed and marked the envelope with the Company Name, RFB Number, RFB Title, and due date.
	12. W-9 Form.
	13. 1295 Form, current and completed.

THE ORIGINAL AND ONE (1) COPY OF THIS FORM SHOULD BE RETURNED WITH BID!

**ANNUAL CONTRACT FOR
GREASE, LINT, OIL, AND SAND TRAP CLEANING SERVICES**

NO-BID RESPONSE

In the event that your organization chooses not to submit a bid/proposal for this solicitation, the Tarrant County Purchasing Department is interested in the reasons why vendors have chosen not to submit bids/proposals in order to better serve the taxpayers of Tarrant County. Please indicate your reason(s) by checking all applicable items below and return this form to the address shown below.

- Could not meet specifications.
- Items or materials requested not manufactured by us or not available to our company.
- Insurance requirements too restricting.
- Bond requirements too restricting.
- The scope of services not clearly understood or applicable (too vague, too rigid, etc.)
- The project not suited to our organization.
- Quantities too small.
- Insufficient time allowed for preparation of bid/proposal.
- Other (please specify).

Vendor Name: _____

Contact Person: _____

Telephone: _____

Email: _____

Please send your response to:

Tarrant County Purchasing Department
100 E. Weatherford, Suite 303
Fort Worth, TX 76196-0104

**ANNUAL CONTRACT FOR
GREASE, LINT, OIL, AND SAND TRAP CLEANING SERVICES**

PRICE FORM

ITEM NO.	DESCRIPTION	VISITS PER YEAR	UNIT PRICE	EXTENDED PRICE
I. BUILDING LOCATIONS FOR TRAP CLEAN-OUT SERVICE VISIT				
1.	Central Garage 2650 Premier Street Fort Worth, TX 76111			
	800 Gallon Sand Trap	1	\$ _____	= \$ _____
2.	Cold Springs Jail 1815 Cold Springs Road Fort Worth, TX 76196			
	A. 1,000 Gallon Grease Trap	4	\$ _____	= \$ _____
	B. 250 Gallon Sand Trap	1	\$ _____	= \$ _____
3.	Green Bay Jail 2500 Urban Drive Fort Worth, TX 76101			
	30,000 Gallon Grease Trap	4	\$ _____	= \$ _____
4.	Lon Evans Corrections Center 600 W. Weatherford Street Fort Worth, TX 76196			
	15,000 Gallon Sand Trap	4	\$ _____	= \$ _____
BIDDERS MUST BID ALL ITEMS.				
ALL LABOR/DELIVERY/FREIGHT/TRAVEL/FUEL/MATERIAL/SERVICE CALL COSTS TO BE INCLUDED IN UNIT PRICING.				

**ANNUAL CONTRACT FOR
GREASE, LINT, OIL, AND SAND TRAP CLEANING SERVICES**

PRICE FORM

ITEM NO.	DESCRIPTION	VISITS PER YEAR	UNIT PRICE	EXTENDED PRICE
5.	Medical Examiner's Office 200 Feliks Gwozdz Place Fort Worth, TX 76104			
	1,000 Gallon Grease Trap	4	\$ _____	= \$ _____
6.	Northeast Courthouse 645 Grapevine Highway Hurst, TX 76054			
	1,000 Gallon Oil/Sand Separator	2	\$ _____	= \$ _____
7.	Northwest Subcourthouse 6713 Telephone Road, Suite 301 Lake Worth, TX 76135			
	500 Gallon Water/Sand Trap	2	\$ _____	= \$ _____
8.	Precinct 1 800 E. Rendon Crowley Road Burleson, TX 76028			
	300 Gallon Water/Sand Trap	4	\$ _____	= \$ _____
9.	Precinct 2 1203 E. Kennedale Pkwy Kennedale, TX 76060			
	1,000 Gallon Sand Trap	2	\$ _____	= \$ _____
BIDDERS MUST BID ALL ITEMS.				
ALL LABOR/DELIVERY/FREIGHT/TRAVEL/FUEL/MATERIAL/SERVICE CALL COSTS TO BE INCLUDED IN UNIT PRICING.				

**ANNUAL CONTRACT FOR
GREASE, LINT, OIL, AND SAND TRAP CLEANING SERVICES**

PRICE FORM

ITEM NO.	DESCRIPTION	VISITS PER YEAR	UNIT PRICE	EXTENDED PRICE
10.	Precinct 3 7301 Precinct Line Road Fort Worth, TX 76180			
	1,000 Gallon Sand Trap	2	\$ _____	= \$ _____
11.	Precinct 4 601 Longhorn RD Saginaw, TX 76179			
	A. 500 Gallon Sand Trap	3	\$ _____	= \$ _____
	B. 1,000 Gallon Sand Trap	3	\$ _____	= \$ _____
12.	Premier Annex/Fire Marshal 2750 Premier Street Fort Worth, TX 76111			
	800 Gallon Sand Trap	1	\$ _____	= \$ _____
13.	Resource Connection, Bldg. 5041 5041 Resource Drive Fort Worth, TX 76133			
	1,795 Gallon Lint Trap	1	\$ _____	= \$ _____
14.	Resource Connection, Bldg. 5051 5051 Resource Drive Fort Worth, TX 76133			
	1,000 Gallon Grease Trap	4	\$ _____	= \$ _____

BIDDERS MUST BID ALL ITEMS.

**ALL LABOR/DELIVERY/FREIGHT/TRAVEL/FUEL/MATERIAL/SERVICE CALL COSTS
TO BE INCLUDED IN UNIT PRICING.**

**ANNUAL CONTRACT FOR
GREASE, LINT, OIL, AND SAND TRAP CLEANING SERVICES**

PRICE FORM

ITEM NO.	DESCRIPTION	VISITS PER YEAR	UNIT PRICE	EXTENDED PRICE
15.	Scott D. Moore Juvenile Justice Center 2701 Kimbo Road Fort Worth, TX 76111			
	2,800 Gallon Grease Trap	4	\$ _____	= \$ _____
16.	Mental Health Jail Diversion Center 812 West Morphy Street Fort Worth, TX 76104			
	1,000 Gallon Grease Trap	4	\$ _____	= \$ _____
I. SUB-TOTAL				\$ _____
<p>BIDDERS MUST BID ALL ITEMS.</p> <p>ALL LABOR/DELIVERY/FREIGHT/TRAVEL/FUEL/MATERIAL/SERVICE CALL COSTS TO BE INCLUDED IN UNIT PRICING.</p>				

**ANNUAL CONTRACT FOR
GREASE, LINT, OIL, AND SAND TRAP CLEANING SERVICES**

PRICE FORM

ITEM NO.	DESCRIPTION	EST. QTY.	UNIT PRICE	EXTENDED PRICE
II. ADDITIONAL FEES				
16.	Price per gallon of MATERIAL removed from GREASE trap beyond the capacity listed for the trap.	100 gallons	\$ _____	= \$ _____
17.	Price per gallon of MATERIAL removed from LINT trap beyond the capacity listed for the trap.	100 gallons	\$ _____	= \$ _____
18.	Price per gallon of MATERIAL removed from OIL trap beyond the capacity listed for the trap.	300 gallons	\$ _____	= \$ _____
19.	Price per gallon of MATERIAL removed from SAND trap beyond the capacity listed for the trap.	1,800 gallons	\$ _____	= \$ _____
20.	Additional Fee for GREASE/OIL/SAND TRAP CLEAN-OUT SERVICE VISIT scheduled during NON-NORMAL business hours (Monday-Friday 5:01pm - 7:59am & Weekends).	1	\$ _____	= \$ _____
21.	Additional Fee for GREASE/OIL/SAND TRAP CLEAN-OUT SERVICE VISIT scheduled during VENDOR RECOGNIZED HOLIDAY.	1	\$ _____	= \$ _____
22.	Additional Fee for GREASE/OIL/SAND TRAP CLEAN-OUT SERVICES VISIT that is scheduled to be completed within 24 hours of initial request of service (EMERGENCY CALL).	1	\$ _____	= \$ _____
				II. SUB-TOTAL: \$ _____
				GRAND TOTAL: \$ _____
BIDDER MUST BID ALL ITEMS.				
ALL LABOR/DELIVERY/FREIGHT/TRAVEL/FUEL/MATERIAL/SERVICE CALLS COSTS TO BE INCLUDED IN UNIT PRICING.				

Please cut out and affix to the outside of your response package



**TARRANT COUNTY
SEALED BID/PROPOSAL/RESPONSE**

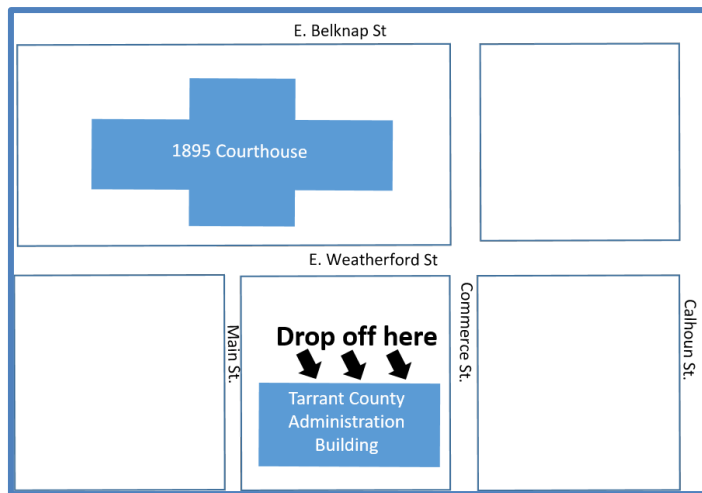
RFB No. 2023-033

**ANNUAL CONTRACT FOR GREASE, LINT, OIL, AND
SAND TRAP CLEANING SERVICES**

Due Date: NOVEMBER 14, 2022 AT 2:00 P.M. CST

**Tarrant County Administration Building
ATTN: Purchasing Department
100 E. Weatherford St., Third Floor, Suite 303
Fort Worth, Texas 76196-0104**

Street
View



Building
View

