



INVITATION FOR BID
4x2 REGULAR CAB PICKUP TRUCK
IFB NO. 11-2020

SAN BENITO HOUSING AUTHORITY
1400 N. Reagan Street
San Benito, TX 78586

Yvette Nieto

Proposal Due: December 28, 2020



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INTRODUCTION

The Housing Authority of the City of San Benito (hereinafter, “HA”) is a public entity that was formed in 1947 to provide federally subsidized housing and housing assistance to low-income families, within the boundaries of the City of San Benito. The HA is headed by an Executive Director (ED) and is governed by a five-person board of commissioners and is subject to the requirements of Title 24 of the Code of Federal Regulations (hereinafter, “CFR”) and the HA’s procurement policy. Though brought into existence by a Resolution of the City of San Benito, it is a separate entity from the City of San Benito.

Currently, the HA owns and/or manages: (a) 3 multi-family apartment complexes totaling 119 units; (b) 1 senior complex, totaling 100 units; (c) administers a total of 324 Section 8 Housing Choice Vouchers. The HA currently has approximately 16 full time employees.

In keeping with its mandate to provide efficient and effective services, the HA is seeking proposals for one (1) 4x2 regular cab pick-up truck for our Maintenance Department located at 1400 N. Reagan St., San Benito, TX 78586. All bids submitted in response to this solicitation must conform to all of the requirements and specifications outlined within this document and any designated attachments in its entirety.

IFB INFORMATION AT A GLANCE

[Table No. 2]

HA CONTACT PERSON	LUCIA JARAMILLO, PROCUREMENT SPECIALIST PHONE 956-232-2115
HOW TO OBTAIN THE PROPOSAL DOCUMENTS:	PROPOSERS MAY OBTAIN PROPOSAL DOCUMENTS FROM: SAN BENITO HOUSING AUTHORITY 1400 N. REAGAN SAN BENITO, TX 78586 BEGINNING MONDAY, November 30, 2020. AFTER 9:00A.M.
HOW TO FULLY RESPOND TO THIS IFB BY SUBMITTING A PROPOSAL SUBMITTAL	AS INSTRUCTED WITHIN TABLE NO.3 OF THIS IFB DOCUMENT.
IFB SUBMITAL RETURN & DEADLINE	MONDAY, DECEMBER 28, 2020 BY 3:00 P.M. (CST) SAN BENITO HOUSING AUTHORITY 1400 N. REAGAN ST. SAN BENITO, TX 78586 “HARD COPY” PROPOSAL MUST BE RECEIVED AND TIME-STAMPED BY THE HA.
ANTICIPATED APPROVAL BY HA BOARD OF COMMISSIONERS	WEDNESDAY, JANUARY 20, 2021, AT 5:00P.M. (CST) BOARD MEETING-HOUSING AUTHORITY MAIN OFFICE 1400 N. REAGAN STREET SAN BENITO, TX 78586

BID FORM – SPECIFICATIONS

San Benito Housing Authority

IFB 11-2020

One (1) 4X2 Regular Cab Pickup Truck

Bidders: Please fill out basic or exceeding specifications. All wording to be included in column to the right. If additional space is needed, please include additional page.

MINIMUM SPECIFICATIONS	BIDDER'S SPECIFICATIONS
<p>1 YEAR / MODEL: 2020 4X2 Single Cab Pickup - NEW Ford - F150 or equivalent Short bed with spray on liner Tommy lift 2 Door</p>	<p>1 YEAR / MODEL: _____ _____ _____ _____</p>
<p>2 STYLE: 4 Wheel disc brakes & anti-lock system</p>	<p>2 STYLE:</p>
<p>3 ENGINE: Gasoline - unleaded V-6</p>	<p>3 ENGINE:</p>
<p>4 DRIVE TRAIN: Electric 6 - speed Automatic w/ tow mode; Rear wheel drive</p>	<p>4 DRIVE TRAIN:</p>
<p>5 ELECTRICAL SYSTEM: Maintenance-free heavy duty battery 12-volt alternator, 94 amp Minimum</p>	<p>5 ELECTRICAL SYSTEM:</p>
<p>6 SEATS: Cloth or vinyl</p>	<p>6 SEATS:</p>
<p>7 WHEELS / TIRES: Five (5) All season tires Underbody mounted spare tire and wheel lock w/ jack</p>	<p>7 WHEELS / TIRES:</p>
<p>8 GAUGES: Standard</p>	<p>8 GAUGES:</p>
<p>9 COLOR: White - exterior (Interior to be coordinated appropriately)</p>	<p>9 COLOR:</p>
<p>10 STEERING: Power steering</p>	<p>10 STEERING:</p>
<p>11 FUEL TANK: Maximum fuel tank capacity</p>	<p>11 FUEL TANK:</p>
<p>12 TOWING Heavy duty bumper Trailer brake control system</p>	<p>11 TOWING</p>
<p>13 MISCELLANEOUS: A Day & night rear view mirror B Heavy-duty, rust-proofing & undercoating w/5yr guarantee C Complete spare tire, jack & tool D ABS Brakes on all 4 wheels & State inspection sticker E Vinyl floor mats - heavy duty F Fade-to-off interior light G Seat belts H Sun visors I Left/right outside side view mirrors, manual fold J Front & rear bumpers K AM/FM radio w/ antenna, speakers, installed; with clock L Air conditioning & Aux. Heater / A/C front & rear M Rear anti-spin differential N Heavy duty radiator O Intermittent wipers P Power Windows Q Power door locks R Cruise control S Airbags: dual front side-mounted seat, front Traction T Control U Tire pressure monitoring</p>	<p>12 MISCELLANEOUS: A _____ B _____ C _____ D _____ E _____ F _____ G _____ H _____ I _____ J _____ K _____ L _____ M _____ N _____ O _____ P _____ Q _____ R _____ S _____ T _____ U _____</p>

BID FORM - PRICE

San Benito Housing Authority

IFB 11-2020

One (1) 4X2 Regular Cab Pickup Truck

We, the undersigned, submit the following bid for:

Vehicle Model and Identification Number:

Total Bid Price for vehicle: \$ _____

Delivery Date: _____

Warranty Period: _____

Cost and period of Extended Warranty, if available _____

The bid prices include all materials, delivery, and/or labor as set forth in the attached Specifications and Instructions. I have read all instructions and agree to comply with all requirements.

Firm's Representative _____
(Signature)

Title _____

Name of Bidder _____

Address of Bidder _____

(City/State/Zip Code)

Summary of Bidding Requirements

As part of its Invitation for Bids for purchase of one (1) 4X2 Regular Cab Pickup Truck, the San Benito Housing Authority (SBHA), provides the following Summary of Bidding Requirements.

Bids will be sealed and opened as specified in the Invitation for Bids but will not be awarded upon opening but after careful study, evaluation, and consideration by the SBHA Board Members. SBHA reserves the right to hold bids open for sixty (60) days without action unless formally notified by the bidder of cancellation of bid. Any bids received after specified opening date and time will be returned to submitter unopened. SBHA will not be responsible for missing or misplaced bids. SBHA reserves the right, as its interest may require, to (i) reject any and all bids, (ii) to waive any informalities in bids received, (iii) to accept the bids most advantageous to SBHA, and (iv) to reject any bid that is in any way incomplete or irregular. It is the intent of SBHA to award a contract to the lowest responsive and responsible bidder provided the bid does not exceed the available funds.

So that SBHA can properly evaluate the offers received, all bids submitted in response to this IFB must include the following:

[Table No. 3]

Tab No.	Description
1	Cover Sheet with Bidder's Information <ul style="list-style-type: none">• Firm/Company Name• Address• Phone Number• Contact Person
2	Completed BID FORM - SPECIFICATIONS (and any additional information pertaining to specifications that the bidder deems necessary)
3	Completed BID FORM - PRICE (and any additional information that the bidder deems necessary, such as warranty information)
4	Completed HUD 5369-C
5	Completed NON-COLLUSIVE AFFIDAVIT
6	Completed DEBARMENT CERTIFICATION
7	Completed LOBBYING CERTIFICATION
8	Completed CONFLICTS CERTIFICATION

Each category must be separated by numbered index dividers (which number extends so that each tab can be located without opening the proposal) and labeled with the corresponding tab.

4x2 Single Cab Pickup Truck Specifications

- New 2020 4X2 Regular Cab Pickup Truck, short bed, with double wall construction (Ford F-150 or equivalent)**
- 2 Door**
- 2 wheel rear drive**
- Gasoline – unleaded**
- 3.3L V-6**
- 6 - speed, Automatic w/ tow mode; rear wheel drive**
- Heavy duty maintenance free battery**
- 12-volt alternator**
- Air conditioning & Aux. Heater**
- Cloth, or vinyl seats**
- Five (5) all season tires**
- Complete spare tire, jack and tool**
- Maximum fuel tank capacity**
- Day & night rear view mirror**
- Heavy-duty, rust-proofing & undercoating w/5yr guarantee**
- Power steering (or power assist)**
- Power brakes w/ABS on all 4 wheels & State inspection sticker**
- AM/FM radio w/ antenna, speakers, installed**
- White in color**
- Seat belts**
- Sun visors**
- Left/right outside side view mirrors**
- Front & rear bumpers**
- Vinyl floor mats - heavy duty**
- Rear anti-spin differential**
- Heavy duty radiator**
- Intermittent wipers**
- Power Windows, Power door locks, Cruise control**
- Day time running lights**
- Tire pressure monitoring**

Instructions to Offerors

Non-Construction

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing

1. Preparation of Offers

(a) Offerors are expected to examine the statement of work, the proposed contract terms and conditions, and all instructions. Failure to do so will be at the offeror's risk.

(b) Each offeror shall furnish the information required by the solicitation. The offeror shall sign the offer and print or type its name on the cover sheet and each continuation sheet on which it makes an entry. Erasures or other changes must be initialed by the person signing the offer. Offers signed by an agent shall be accompanied by evidence of that agent's authority, unless that evidence has been previously furnished to the HA.

(c) Offers for services other than those specified will not be considered.

2. Submission of Offers

(a) Offers and modifications thereof shall be submitted in sealed envelopes or packages (1) addressed to the office specified in the solicitation, and (2) showing the time specified for receipt, the solicitation number, and the name and address of the offeror.

(b) Telegraphic offers will not be considered unless authorized by the solicitation; however, offers may be modified by written or telegraphic notice.

(c) Facsimile offers, modifications or withdrawals will not be considered unless authorized by the solicitation.

3. Amendments to Solicitations

(a) If this solicitation is amended, then all terms and conditions which are not modified remain unchanged.

(b) Offerors shall acknowledge receipt of any amendments to this solicitation by

- (1) signing and returning the amendment;
 - (2) identifying the amendment number and date in the space provided for this purpose on the form for submitting an offer,
 - (3) letter or telegram, or
 - (4) facsimile, if facsimile offers are authorized in the solicitation.
- The HA/HUD must receive the acknowledgment by the time specified for receipt of offers.

4. Explanation to Prospective Offerors

Any prospective offeror desiring an explanation or interpretation of the solicitation, statement of work, etc., must request it in writing soon enough to allow a reply to reach all prospective offerors before the submission of their offers. Oral explanations or instructions given before the award of the contract will not be binding. Any information given to a prospective offeror concerning a solicitation will be furnished promptly to all other prospective offerors as an amendment of the solicitation, if that information is necessary in submitting offers or if the lack of it would be prejudicial to any other prospective offerors.

5. Responsibility of Prospective Contractor

(a) The HA shall award a contract only to a responsible prospective contractor who is able to perform successfully under the terms and conditions of the proposed contract. To be determined responsible, a prospective contractor must -

- (1) Have adequate financial resources to perform the contract, or the ability to obtain them;
- (2) Have a satisfactory performance record;

- (3) Have a satisfactory record of integrity and business ethics;
- (4) Have a satisfactory record of compliance with public policy (e.g., Equal Employment Opportunity); and
- (5) Not have been suspended, debarred, or otherwise determined to be ineligible for award of contracts by the Department of Housing and Urban Development or any other agency of the U.S. Government. Current lists of ineligible contractors are available for inspection at the HA/HUD.

(b) Before an offer is considered for award, the offeror may be requested by the HA to submit a statement or other documentation regarding any of the foregoing requirements. Failure by the offeror to provide such additional information may render the offeror ineligible for award.

6. Late Submissions, Modifications, and Withdrawal of Offers

(a) Any offer received at the place designated in the solicitation after the exact time specified for receipt will not be considered unless it is received before award is made and it -

- (1) Was sent by registered or certified mail not later than the fifth calendar day before the date specified for receipt of offers (e.g., an offer submitted in response to a solicitation requiring receipt of offers by the 20th of the month must have been mailed by the 15th);
- (2) Was sent by mail, or if authorized by the solicitation, was sent by telegram or via facsimile, and it is determined by the HA/ HUD that the late receipt was due solely to mishandling by the HA/ HUD after receipt at the HA;
- (3) Was sent by U.S. Postal Service Express Mail Next Day Service - Post Office to Addressee, not later than 5:00 p.m. at the place of mailing two working days prior to the date specified for receipt of proposals. The term "working days" excludes weekends and U.S. Federal holidays; or
- (4) Is the only offer received.

(b) Any modification of an offer, except a modification resulting from the HA's request for "best and final" offer (if this solicitation is a request for proposals), is subject to the same conditions as in subparagraphs (a)(1), (2), and (3) of this provision.

(c) A modification resulting from the HA's request for "best and final" offer received after the time and date specified in the request will not be considered unless received before award and the late receipt is due solely to mishandling by the HA after receipt at the HA.

(d) The only acceptable evidence to establish the date of mailing of a late offer, modification, or withdrawal sent either by registered or certified mail is the U.S. or Canadian Postal Service postmark both on the envelope or wrapper and on the original receipt from the U.S. or Canadian Postal Service. Both postmarks must show a legible date or the offer, modification, or withdrawal shall be processed as if mailed late. "Postmark" means a printed, stamped, or otherwise placed impression (exclusive of a postage meter machine impression) that is readily identifiable without further action as having been supplied and affixed by employees of the U.S. or Canadian Postal Service on the date of mailing. Therefore, offerors should request the postal clerk to place a hand cancellation bull's-eye postmark on both the receipt and the envelope or wrapper.

(e) The only acceptable evidence to establish the time of receipt at the HA is the time/date stamp of HA on the offer wrapper or other documentary evidence of receipt maintained by the HA.

(f) The only acceptable evidence to establish the date of mailing of a late offer, modification, or withdrawal sent by Express Mail Next Day Service-Post Office to Addressee is the date entered by the post office

HOUSING AUTHORITY OF THE COUNTY OF SAN BERNARDINO

receiving clerk on the "Express Mail Next Day Service-Post Office to Addressee" label and the postmark on both the envelope or wrapper and on the original receipt from the U.S. Postal Service. "Postmark" has the same meaning as defined in paragraph (c) of this provision, excluding postmarks of the Canadian Postal Service. Therefore, offerors should request the postal clerk to place a legible hand cancellation bull's eye postmark on both the receipt and the envelope or wrapper.

(g) Notwithstanding paragraph (a) of this provision, a late modification of an otherwise successful offer that makes its terms more favorable to the HA will be considered at any time it is received and may be accepted.

(h) If this solicitation is a request for proposals, proposals may be withdrawn by written notice, or if authorized by this solicitation, by telegram (including mailgram) or facsimile machine transmission received at any time before award. Proposals may be withdrawn in person by a offeror or its authorized representative if the identity of the person requesting withdrawal is established and the person signs a receipt for the offer before award. If this solicitation is an Invitation for bids, bids may be withdrawn at any time prior to bid opening.

7. Contract Award

(a) The HA will award a contract resulting from this solicitation to the responsible offeror whose offer conforming to the solicitation will be most advantageous to the HA, cost or price and other factors, specified elsewhere in this solicitation, considered.

(b) The HA may

- (1) reject any or all offers if such action is in the HA's interest,
- (2) accept other than the lowest offer,
- (3) waive informalities and minor irregularities in offers received, and
- (4) award more than one contract for all or part of the requirements stated.

(c) If this solicitation is a request for proposals, the HA may award a contract on the basis of initial offers received, without discussions. Therefore, each initial offer should contain the offeror's best terms from a cost or price and technical standpoint.

(d) A written award or acceptance of offer mailed or otherwise furnished to the successful offeror within the time for acceptance specified in the offer shall result in a binding contract without further action by either party. If this solicitation is a request for proposals,

before the offer's specified expiration time, the HA may accept an offer, whether or not there are negotiations after its receipt, unless a written notice of withdrawal is received before award. Negotiations conducted after receipt of an offer do not constitute a rejection or counter offer by the HA.

(e) Neither financial data submitted with an offer, nor representations concerning facilities or financing, will form a part of the resulting contract.

8. Service of Protest

Any protest against the award of a contract pursuant to this solicitation shall be served on the HA by obtaining written and dated acknowledgment of receipt from the HA at the address shown on the cover of this solicitation. The determination of the HA with regard to such protest or to proceed to award notwithstanding such protest shall be final unless appealed by the protestor.

9. Offer Submission

Offers shall be submitted as follows and shall be enclosed in a sealed envelope and addressed to the office specified in the solicitation. The proposal shall show the hour and date specified in the solicitation for receipt, the solicitation number, and the name and address of the offeror, on the face of the envelope.

It is very important that the offer be properly identified on the face of the envelope as set forth above in order to insure that the date and time of receipt is stamped on the face of the offer envelope. Receiving procedures are: date and time stamp those envelopes identified as proposals and deliver them immediately to the appropriate contracting official, and only date stamp those envelopes which do not contain identification of the contents and deliver them to the appropriate procuring activity only through the routine mail delivery procedure.

Please note that additional conditions, specifications and instructions pertaining to this RFP are contained within the RFP document issued, which this document is Attachment F thereto.

Certifications and Representations of Offerors

Non-Construction Contract

Public reporting burden for this collection of information is estimated to average 5 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

This form includes clauses required by OMB's common rule on bidding/offering procedures, implemented by HUD in 24 CFR 85.36, and those requirements set forth in Executive Order 11625 for small, minority, women-owned businesses, and certifications for independent price determination, and conflict of interest. The form is required for nonconstruction contracts awarded by Housing Agencies (HAs). The form is used by bidders/offers to certify to the HA's Contracting Officer for contract compliance. If the form were not used, HAs would be unable to enforce their contracts. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality.

1. Contingent Fee Representation and Agreement

(a) The bidder/offeror represents and certifies as part of its bid/offer that, except for full-time bona fide employees working solely for the bidder/offeror, the bidder/offeror:

- (1) has, has not employed or retained any person or company to solicit or obtain this contract; and
- (2) has, has not paid or agreed to pay to any person or company employed or retained to solicit or obtain this contract any commission, percentage, brokerage, or other fee contingent upon or resulting from the award of this contract.

(b) If the answer to either (a)(1) or (a) (2) above is affirmative, the bidder/offeror shall make an immediate and full written disclosure to the PHA Contracting Officer.

(c) Any misrepresentation by the bidder/offeror shall give the PHA the right to (1) terminate the resultant contract; (2) at its discretion, to deduct from contract payments the amount of any commission, percentage, brokerage, or other contingent fee; or (3) take other remedy pursuant to the contract.

2. Small, Minority, Women-Owned Business Concern Representation

The bidder/offeror represents and certifies as part of its bid/offer that it:

- (a) is, is not a small business concern. "Small business concern," as used in this provision, means a concern, including its affiliates, that is independently owned and operated, not dominant in the field of operation in which it is bidding, and qualified as a small business under the criteria and size standards in 13 CFR 121.
- (b) is, is not a women-owned small business concern. "Women-owned," as used in this provision, means a small business that is at least 51 percent owned by a woman or women who are U.S. citizens and who also control and operate the business.
- (c) is, is not a minority enterprise which, pursuant to Executive Order 11625, is defined as a business which is at least 51 percent owned by one or more minority group members or, in the case of a publicly owned business, at least 51 percent of its voting stock is owned by one or more minority group members, and whose management and daily operations are controlled by one or more such individuals.

For the purpose of this definition, minority group members are:

(Check the block applicable to you)

- | | |
|---|---|
| <input type="checkbox"/> Black Americans | <input type="checkbox"/> Asian Pacific Americans |
| <input type="checkbox"/> Hispanic Americans | <input type="checkbox"/> Asian Indian Americans |
| <input type="checkbox"/> Native Americans | <input type="checkbox"/> Hasidic Jewish Americans |

3. Certificate of Independent Price Determination

(a) The bidder/offeror certifies that—

- (1) The prices in this bid/offer have been arrived at independently, without, for the purpose of restricting competition, any consultation, communication, or agreement with any other bidder/offeror or competitor relating to (i) those prices, (ii) the intention to submit a bid/offer, or (iii) the methods or factors used to calculate the prices offered;
- (2) The prices in this bid/offer have not been and will not be knowingly disclosed by the bidder/offeror, directly or indirectly, to any other bidder/offeror or competitor before bid opening (in the case of a sealed bid solicitation) or contract award (in the case of a negotiated solicitation) unless otherwise required by law; and
- (3) No attempt has been made or will be made by the bidder/offeror to induce any other concern to submit or not to submit a bid/offer for the purpose of restricting competition.

(b) Each signature on the bid/offer is considered to be a certification by the signatory that the signatory:

- (1) Is the person in the bidder/offeror's organization responsible for determining the prices being offered in this bid or proposal, and that the signatory has not participated and will not participate in any action contrary to subparagraphs (a)(1) through (a)(3) above; or
- (2) (i) Has been authorized, in writing, to act as agent for the following principals in certifying that those principals have not participated, and will not participate in any action contrary to subparagraphs (a)(1) through (a)(3) above (insert full name of person(s) in the bidder/offeror's organization responsible for determining the prices offered in this bid or proposal, and the title of his or her position in the bidder/offeror's organization);
(ii) As an authorized agent, does certify that the principals named in subdivision (b)(2)(i) above have not participated, and will not participate, in any action contrary to subparagraphs (a)(1) through (a)(3) above; and

(iii) As an agent, has not personally participated, and will not participate in any action contrary to subparagraphs (a)(1) through (a)(3) above.

(c) If the bidder/offeror deletes or modifies subparagraph (a)2 above, the bidder/offeror must furnish with its bid/offer a signed statement setting forth in detail the circumstances of the disclosure.

4. Organizational Conflicts of Interest Certification

(a) The Contractor warrants that to the best of its knowledge and belief and except as otherwise disclosed, it does not have any organizational conflict of interest which is defined as a situation in which the nature of work under a proposed contract and a prospective contractor’s organizational, financial, contractual or other interest are such that:

- (i) Award of the contract may result in an unfair competitive advantage;
- (ii) The Contractor’s objectivity in performing the contract work may be impaired; or
- (iii) That the Contractor has disclosed all relevant information and requested the HA to make a determination with respect to this Contract.

(b) The Contractor agrees that if after award he or she discovers an organizational conflict of interest with respect to this contract, he or she shall make an immediate and full disclosure in writing to the HA which shall include a description of the action which the Contractor has taken or intends to eliminate or neutralize the conflict. The HA may, however, terminate the Contract for the convenience of HA if it would be in the best interest of HA.

(c) In the event the Contractor was aware of an organizational conflict of interest before the award of this Contract and intentionally did not disclose the conflict to the HA, the HA may terminate the Contract for default.

(d) The Contractor shall require a disclosure or representation from subcontractors and consultants who may be in a position to influence the advice or assistance rendered to the HA and shall include any necessary provisions to eliminate or neutralize conflicts of interest in consultant agreements or subcontracts involving performance or work under this Contract.

5. Authorized Negotiators (RFPs only)

The offeror represents that the following persons are authorized to negotiate on its behalf with the PHA in connection with this request for proposals: (list names, titles, and telephone numbers of the authorized negotiators):

6. Conflict of Interest

In the absence of any actual or apparent conflict, the offeror, by submission of a proposal, hereby warrants that to the best of its knowledge and belief, no actual or apparent conflict of interest exists with regard to my possible performance of this procurement, as described in the clause in this solicitation titled “Organizational Conflict of Interest.”

7. Offeror's Signature

The offeror hereby certifies that the information contained in these certifications and representations is accurate, complete, and current.

Signature & Date:

Typed or Printed Name:

Title:

**Non-Collusive Affidavit
(Prime Bidder)**

State of Texas
County of Cameron

_____, being first duly sworn, deposes and says that he or she is _____ of _____ the party making the foregoing bid that the bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation; that the bid is genuine and not collusive or sham; that the bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid, and has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or that anyone shall refrain from bidding; that the bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder, or to secure any advantage against the Housing Authority of the City of San Benito's or anyone interested in the proposed contract; that all statements contained in the bid are true; and, further, that the bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay, any fee to any corporation, partnership, company association, organization, bid depository, or to any member or agent thereof to effectuate a collusive or sham bid.

Sign on appropriate line below and notarize:

_____ Signature of: Bidder, if the Bidder is an individual;

_____ Signature of: Partner, if the Bidder is a Partnership;

_____ Signature of: Officer, if the Bidder is a Corporation.

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

My commission expires _____, 20____.

NOTARY PUBLIC

**CERTIFICATION OF
PROPOSER REGARDING DEBARMENT
SUSPENSION AND OTHER
RESPONSIBILITY MATTERS**

I, _____, hereby certify on behalf of _____ (insert name of proposer) and its key principals that we:

1. Are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by a Federal, State or Local department or agency; and
2. Have not, within a three year period preceding this bid, been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain or performing a public (Federal, State or Local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property; and
3. Are not presently indicted for or otherwise criminally or civilly charged by a government entity (Federal, State or Local) with commission of any of the offenses enumerated in Paragraph (2) of this certification; and
4. Have not within a three-year period preceding this bid, had one or more public transactions (Federal, State or Local) terminated for cause of default.

Signature of Key Principal of Proposer

CERTIFICATION REGARDING LOBBYING

I, _____, hereby certify on behalf of _____ (insert name of proposer) and its key principals that we:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, or any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form LLL, " Disclosure Form to Report Lobbying, " in accordance with its instructions.

3. The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclosure accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Signature of Key Principal of Proposer

CONFLICTS CERTIFICATION

I, _____, hereby certify on behalf of _____ (insert name of proposer) and its key principals that:

(i) No actual or apparent conflict of interest exists with regard to the San Benito Housing Authority, (ii) no actual or apparent conflict exists with regard to proposer's or its key principal's possible performance as developer under the Request for Proposals, and (iii) no actual or potential claim exists against the San Benito Housing Authority.

Signature of Key Principal of Proposer