



COUNTY OF EL PASO
500 East San Antonio, Suite PU500
El Paso, Texas 79901
(915) 546-2048 (915) 546-8180 Fax

Notice to Interested Parties

Sealed Request for Information will be received at the County Purchasing Department, 500 E. San Antonio, Suite PU500, El Paso, Texas 79901 before 2:00 p.m., **Wednesday, November 21, 2007**. Responses will be opened at the County Purchasing Office the same date for **RFI Long Term Plan and Utilization of all or Portions of Ascarate Park**.

Request for Information must be in a sealed envelope and marked:
"RFI to be opened November 21, 2007
RFI Long Term Plan and Utilization of all or Portions of Ascarate Park
RFI Number 07-150"

Any questions or additional information required by interested vendors must be submitted in writing to the attention of the County Purchasing Agent before Tuesday, November 13, 2007, at 12:00 p.m. Questions can be faxed to (915)-546-8180.

Said contract shall be let to the best qualified, and the **COMMISSIONER'S COURT RESERVES THE RIGHT TO REJECT ANY AND ALL RESPONSES AND WAIVE TECHNICALITIES**. Only responses that conform to specifications will be considered. Faxed responses will not be accepted.

In order to remain active on the El Paso County Vendor list, each vendor receiving this request for information must respond in some form. Vendors submitting requests for information must meet or exceed all requirements herein. Vendors not responding to the request must submit their reason in writing to the El Paso County Purchasing Department.

PITI VASQUEZ
County Purchasing Agent

SIGNATURE PAGE

<p style="text-align: center;">Description – RFI #07-150</p> <p style="text-align: center;">RFI Long Term Plan and Utilization of all or Portions of Ascarate Park</p> <p style="text-align: center;">Vendor must meet or exceed specifications</p>
<p>Please submit one (1) original copy and six (6) duplicate copies of your response.</p>

Company

Address

Federal Tax Identification No.

City, State, Zip Code

CIQ Document Number (Required)

CIQ Sent Date

Representative Name & Title

Telephone & Fax Number

Signature

Date

****THIS MUST BE THE FIRST PAGE ON RFI RESPONSE****
BIDDING SCHEDULE

To: El Paso County, Texas

I or we agree to furnish the following described equipment, supplies, or services for the prices shown in accordance with specifications listed below or attached. By execution of this bid, I hereby represent and warrant to El Paso County that I have read and understood the Bid Documents and the Contract Documents and this bid is made in accordance with the Bid Documents.

Please quote prices and discounts on the following items:

F. O. B. El Paso County

Description – Bid # 07-150 RFI Long Term Plan and Utilization of all or Portions of Ascarate Park Vendor must meet or exceed specifications
Please submit one (1) original copy and two (2) copies of your bid.

_____ Company	_____ Address
_____ Federal Tax Identification No.	_____ City, State, Zip Code
_____ CIQ Document Number	_____ CIQ Sent Date
_____ Representative Name & Title	_____ Telephone
_____ Fax Number	_____ E-mail
_____ Signature	_____ Date

*****THIS MUST BE THE FIRST PAGE ON ALL BIDS*****

RFI Long Term Plan and Utilization of all or Portions of Ascarate Park

RFI# 07-150



**Opening Date
Wednesday, November 21, 2007**

The Commissioners Court of El Paso County invites interested organizations to respond to a **Request for Information**. The response to this solicitation helps the Court consider long-term plans for an important public space. This space is Ascarate Park, 6900 Delta, El Paso, Texas 79905.

This invitation allows for the visualization of many creative ideas for the use of this recreational area. With this information, the Court can refine its thinking and move to the next stage of its long-range goal of ensuring the highest and best use of this area.

Any respondent should consider some important constraints related to this facility. The County has a deed of conveyance from the federal government. The County is required to use and maintain the land for public recreational park purposes.

Additionally, the County improved a portion of the park with \$472,425 in Texas Parks and Wildlife funds. Texas Parks and Wildlife requires the County to maintain the improved areas for recreational use only. The improved areas include the lake, the walking trail, the lighting around the walking trail and picnic areas, the boardwalk, the boat ramps, playground areas and the tree farm at the golf course.

Ascarate Park is located at 6900 Delta. There is easy access from César Chavez Border Highway. Access from Interstate 10 is more challenging. The general area is undergoing revitalization with new businesses and refurbished shopping areas. Our immediate neighbors are a National Guard Reserve Station, the El Paso State Center and the County's Juvenile Probation Department.

The primary assets are the grounds, buildings, and equipment. The assets are located at the 376-acre Ascarate Park. The park features a 27-hole golf course, a large lake and a smaller body of water, a lakeside boardwalk, aquatic center, playgrounds, picnic facilities, a walking and jogging trail as well as sites for handball, basketball, baseball and softball, tennis, soccer and sand volleyball.

The County leased a portion of the park to an amusement park concessionaire. The termination of that lease allows for the development of this area for other purposes.

Ascarate Golf Course is an 18-hole course. The course also has a nine-hole short course, or practice course, called the Delta Nine. The course has a clubhouse, putting green, driving range and meeting space. The County discontinued routine maintenance to the clubhouse, administrative offices and maintenance facilities in anticipation of the construction of new facilities. The current facilities are structurally sound and will be refreshed since the County has abandoned plans for new facilities.

Ascarate Lake covers 48 surface acres, including a small lake at four acres. A concessionaire manages canoe and paddleboat rentals. The County stocks trout and catfish for fishing. Two wells provide water for the lakes. A third well provides water to the golf course. Additionally, the course receives reclaimed water. Reclaimed water blended with well water helps extend this finite resource.

Two handball courts are located at the east end of the park. Ascarate Park also has six softball/baseball fields available for open use or league play. There are two soccer fields offered for use. In addition, there are two basketball courts located at the north end of the park along with two tennis courts.

The park primarily attracts families with children. These families seek an affordable recreational venue. The families are predominately of Hispanic origin and reflect the demographic profile of the surrounding community. Most are familiar with the park and its amenities and make multiple visits to the park during the year.

Families use the picnic areas. The lake attracts children who enjoy feeding the ducks and fishing. Many community groups and organizations such as the Girl Scouts use park facilities for their activities and events. The park business plan includes upgrading the ball fields and other sports venues to increase utilization.

The park also attracts many older adults. They use the walking trail early in the morning or late in the evening. Many also enjoy fishing. The park is home to the Ascarate Fishing Club, which hosts the popular Kid Fish, catch, and release program at the park.

Within the past two years, the Park has attracted many not for profit organizations that use the park for educational and informational walks and runs. These organizations include the Alzheimer's Association, the Candlelighters of El Paso, the ARC of El Paso, Early Childhood Intervention, the Child Crisis Center, Cathedral High School, the Girl Scouts Triathlon and the Crime Victims Council.

The Golf Course is open year round. Recent investments improve the course's appearance and functioning and reduce operational cost. Re-paving the golf cart path and replacing a bridge are current upgrades that complement previous investments.

Ascarate Golf Course has a loyal following of individuals. Families proudly speak of generations of family members who play the course. Although these individuals play other courses, they maintain a connection to the Ascarate Golf Course. The players are older, male, and Hispanic although a growing number of women, mostly Hispanic, play the course.

The course will host the newly formed chapter of First Tee. This character development program uses golf as a way to teach important life skills to students. First Tee is a national program sponsored by the PGA and LPGA and other golf associations.

The Ascarate Aquatic Center is a 50-meter Olympic size outdoor competition pool. It opens on Memorial Day and closes on Labor Day. It has a small children's pool, a large slide, and four children's slides.

The Aquatic Center has an enclosed picnic area with grills shaded by tents and two regulation sized sand volleyball courts. The area is available to the public as well as for private rentals. Its central location within a park makes it an attractive place to schedule events.

The pools attract families and children. Patrons come from the surrounding residential areas and reflect those demographics. The Ascarate Aquatics Center features a children's pool that attracts families with younger children. The water slides installed at all pools are popular with older children.

The Ascarate Aquatics Center also serves several swim clubs. El Paso Aqua Posse is the most well known of these clubs. The pool hosts competitive events. The pool is a good competition facility and it is more centrally located than other outdoor pools. Other swim clubs also use Ascarate for their practices.

These assets currently comprise Ascarate Park. With these assets, their current use and limitations, Commissioners Court requests ideas from organizations for other uses of this area. This Request for Information provides a unique opportunity for organizations to articulate ideas for the use of this community asset.

Request for Information Requirements

General Information

The County of El Paso, Texas, ("County") is requesting Request for Information for the long-term plan and utilization of all or portions of Ascarate Park.

There is no expressed or implied obligation for the County to reimburse responding firms/entities for any expenses incurred in preparing the response for this request for information.

To be considered, one (1) original and six (6) copies of your responses must be received by the County Purchasing Department, 500 E. San Antonio, Rm 500, El Paso, TX 79901 before 2:00 p.m., **TO BE DETERMINED. Responses must be in a sealed envelope and marked as follows:**

Request for Information to be opened **Wednesday, November 21, 2007
Long Term Plan and Utilization of all or portions of Ascarate Park
RFI Number 07-150**

Requests for changes or clarifications to this solicitation are welcomed by the Purchasing Department for its consideration, provided the requests are made, in writing, no later than November 12, 2007 at 12:00 (noon).

All requests shall be mailed or faxed to the County of El Paso, Purchasing Department, 500 E. San Antonio, RM 500, El Paso, TX 79901, fax (915) 546-8180.

During the evaluation process, the County reserves the right, where it may serve the County's best interest, to request additional information or clarifications from respondents. At the discretion of the county, firms submitting proposals may be requested to make oral presentations as part of the evaluation process.

The County reserves the right to retain all submittals submitted and to use any ideas in a proposal regardless of whether that proposal is selected. Submission of a proposal indicates acceptance by the firm/entity of the conditions contained in this request for proposals, unless clearly and specifically noted in the proposal submitted and confirmed in the contract between the County and the firm/entity selected.

Response Format

Responses to the RFI should contain a business plan which should include: a detailed description of the how the park or portions of the park would be utilized and why this is the best use of the park; proforma financial projections of operations, expenses, revenues, operating budget; assumptions regarding best uses and utilization, plus any assumptions regarding debt.

Submission of Request for Information

Title Page: Title page showing the request for information subject; the firm/entity's name; the name, address and telephone number of the contact person; and the date of the RFI.

Transmittal Letter: A signed letter of transmittal briefly stating the respondent's understanding of the work to be done, the commitment to perform the work, a statement why the respondent believes itself to be best qualified to perform the task. Note any joint venture or subcontractor relationships.

Detailed Response:

Name of firm, including full mailing address, telephone and facsimile numbers; type of firm (i.e., corporation, general partnership, sole proprietorship, etc.); name of project manager and team members, including the name of any sub consultants if any. Plus, the responsibility for each team member should be explained.

Corporate organizational and operational capacity to include: a description of the organization and qualifications of the organization's principals and other professionals who will comprise the development and on going operation teams.

Submittals should include the proposed solution, project description specific responses to new development, land use requirements, and any types of construction and structures proposed. If necessary, a schematic plan showing how the park site will be utilized identifying code and land use requirements.

Proforma budget should include any estimated costs for improvements, revenue sources to fund improvements. The project budget should identify the sources of funding to the construct the improvements (County sources, private sources, etc.). The proforma budget should also include costs revenue sources for operation, staffing, maintenance, and supplies.

The submittal shall provide as much information as possible regarding the number, qualifications, experience, and training, including relevant staff to be assigned to this endeavor.

Evaluation Procedures

Commissioners Court will evaluate submittals, and may select some or all of the proposers to participate in oral interviews. The method, manner, and means of determining which proposal is most advantageous to the County shall be left to the sole discretion of the County.

Upon evaluating the Request for Information, the County of El Paso shall determine what it considers is in the best interest of the County of El Paso, its constituents and its youth and solicit a detailed Request for Proposals based upon Commissioners Court's decision on how best to utilize Ascarate Park based on this solicitation.

COUNTY OF EL PASO, TEXAS

CERTIFICATIONS REGARDING LOBBYING, DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS; DRUG-FREE WORKPLACE REQUIREMENTS; FEDERAL DEBT STATUS, AND NONDISCRIMINATION STATUS AND IMPLEMENTING REGULATIONS*

Instructions for the certifications:

General Requirements

The County of El Paso, Texas is required to obtain from all applicants of federal funds or pass-through certifications regarding federal debt status, debarment and suspension, and a drug free workplace. Institutional applicants are required to certify that they will comply with the nondiscrimination statutes and implementing regulations.

Applicants should refer to the regulations cited below to determine the certifications to which they are required to attest. Signature of the form provides for compliance with certification requirements under 21 CFR part 1405, "New Restrictions on Lobbying," 21 CFR part 1414, Government wide Debarment and Suspension (Non procurement), Certification Regarding Federal Debt Status (OMB Circular A-129), and Certification Regarding the Nondiscrimination Statutes and Implementing Regulations. The certifications shall be treated as a material representation of fact upon which reliance will be placed when the County of El Paso determines to award the covered cooperative agreement

1. LOBBYING

As required by Section 1352, Title 31 of the U.S. Code, and implemented in 21 CFR part 1405, for persons entering into a cooperative agreement over \$100,000, as defined at 21 CFR Part 1405, the applicant certifies that;

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

(b) 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 Congress, or an employee of a Member of Congress in connection with this Federal Grant or cooperative agreement, the undersigned shall complete and submit Standard Form -LLL, "Disclosure of Lobbying Activities," in accordance with its instructions;

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

1. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS

As required by Executive Order 12549, Debarment and Suspension and implemented at 21 CFR Part 1404, for prospective participants in primary covered transactions

A. The applicant certifies that it and its principals:

(a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency;

(b) Have not within a three-year period preceding this application been convicted of or and 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;

(c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) terminated for cause or default; and

B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to the application.

2. DRUG-FREE WORKPLACE

As required by the Drug Free Workplace Act of 1988, and implemented at 21 CFR Part 1404 Subpart F.

A. The applicant certifies that it will or will continue to provide a drug free workplace by:

(a). Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the applicant's workplace and specifying the actions that will be taken against employees for violations of such prohibition;

(b) Establishing an on-going drug free awareness program to inform employees about:

(1) The dangers of drug abuse in the workplace;

(2) The applicant's policy of maintaining a drug free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violation occurring in the workplace;

(c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a)

(d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee must

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction.

(e) Notifying the agency, in writing, within 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such convictions. Employers of convicted employees must provide notice including position title, to: The County of El Paso, Texas, 500 East San Antonio Street, Suite 406, El Paso, Texas 79901. Notice shall include the identification number of each affected grant

(f) Taking one of the following actions within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted:

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal State, or local health, law enforcement, or other appropriate agency

(g) Making a good faith effort to continue to maintain a drug free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

3. CERTIFICATION REGARDING FEDERAL DEBT STATUS (OMB Circular A-129)

The Applicant certifies to the best of its knowledge and belief, that it is not delinquent in the repayment of any federal debt.

4. CERTIFICATION REGARDING THE NONDISCRIMINATION STATUTES AND IMPLEMENTING REGULATIONS

The applicant certifies that it will comply with the following nondiscrimination statutes and their implementing regulations: (a) title VI of the Civil right Act of 1964 (42 U.S.C. 2000D et seq.) which provides that no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of or be otherwise subjected to discrimination under any program or activity for which the applicant received federal financial assistance; (b) Section 504 of the rehabilitation Act of 1973, as amended (29

U.S.C. 794), which prohibits discrimination on the basis of handicap in programs and activities receiving federal financial assistance; (c) title IX of the Education Amendments of 1972m as amended (20 U.S.C. 1981 et seq.) which prohibits discrimination on the basis of sex in education programs and activities receiving federal financial assistance; and (d) the Age Discrimination Act of 1975, and amended (42 U.S.C. 6101 ec seq.) which prohibits discrimination on the basis of age in programs and activities receiving federal financial assistance, except that actions which reasonably take age into account as a factor necessary for the normal operation or achievement of any statutory objective of the project or activity shall not violate this statute.

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above certifications.

Business Name

Date

Name of Authorized Representative

Signature of Authorized Representative

COUNTY OF EL PASO PURCHASING DEPARTMENT

COUNTY COURTHOUSE, 500 EAST SAN ANTONIO,
ROOM PU500, EL PASO, TEXAS 79901
(915) 546-2048, FAX: (915) 546-8180

PITI VASQUEZ, PURCHASING AGENT
JOSE LOPEZ, JR. ASST. PURCHASING AGENT
LUCY BALDERAMA, INVENTORY BID TECHNICIAN

BIDDING CONDITIONS

This is the only approved instruction for use on your invitation to bid. Items below apply to and become a part of the terms and conditions of the bid.

1. BY SUBMITTING A REQUEST FOR INFORMATION, EACH BIDDER AGREES TO WAIVE ANY AND ALL CLAIMS IT HAS OR MAY HAVE AGAINST THE COUNTY OF EL PASO, AND ITS OFFICERS, AGENTS AND EMPLOYEES, ARISING OUT OF OR IN CONNECTION WITH: THE DOCUMENTS, PROCEDURES, ADMINISTRATION, EVALUATION, OR RECOMMENDATION OF ANY BID; THE WAIVER BY EL PASO COUNTY OF ANY REQUIREMENTS UNDER THE BID DOCUMENTS OR THE CONTRACT DOCUMENTS; THE ACCEPTANCE OR REJECTION OF ANY BIDS; AND THE AWARD OF THE CONTRACT.
2. RFI must be in the Purchasing Department **BEFORE** the hour and date specified. Faxed bids will not be accepted.
3. Late RFI properly identified will be returned to bidder unopened. Late RFI will not be considered under any circumstances.
4. All RFI are for new equipment or merchandise unless otherwise specified.
5. RFI must give full firm name and address of bidder. Failure to manually sign the RFI will disqualify it. Person signing should show title or authority to bind his firm in a contract.
6. This is a quotation inquiry only and implies no obligation of the part of the County of El Paso.
7. Brand names are for descriptive purposes only, not restrictive.
8. The County of El Paso is an Equal Opportunity Employer.
9. Any Request for Information sent via express mail or overnight delivery service must have the RFI number and title clearly marked on the outside of the express mail or overnight delivery service envelope or package. Failure to clearly identify your proposal may be cause for disqualification.
10. PURSUANT TO TEXAS GOVERNMENT CODE SECTION 2253.021, A PRIME CONTRACTOR WHO IS AWARDED A PUBLIC WORKS CONSTRUCTION CONTRACT SHALL, PRIOR TO BEGINNING THE WORK, EXECUTE TO THE COUNTY:
 - 1) A PERFORMANCE BOND, IN THE FULL AMOUNT OF THE CONTRACT, IF THE CONTRACT IS IN EXCESS OF \$100,000; AND
 - 2) A PAYMENT BOND, IN THE FULL AMOUNT OF THE CONTRACT, IF THE CONTRACT IS IN EXCESS OF \$25,000.

17. PURSUANT TO TEXAS LOCAL GOVERNMENT CODE SECTION 262.032(b), ANY SUCCESSFUL BIDDER WHO IS AWARDED ANY CONTRACT IN EXCESS OF \$50,000 MAY BE REQUIRED TO EXECUTE A PERFORMANCE BOND TO THE COUNTY. SAID BOND SHALL BE IN THE FULL AMOUNT OF THE CONTRACT AND MUST BE FURNISHED WITHIN 30 DAYS AFTER THE DATE A PURCHASE ORDER IS ISSUED OR THE CONTRACT IS SIGNED AND PRIOR TO COMMENCEMENT OF THE ACTUAL WORK. ANY PERFORMANCE BOND REQUIRED PURSUANT TO THIS SECTION SHALL BE NOTED IN THE ATTACHED DETAILED BID SPECIFICATIONS OR SCOPE OF WORK. THIS SECTION DOES NOT APPLY TO A PERFORMANCE BOND REQUIRED BY CHAPTER 2253, TEXAS GOVERNMENT CODE.
18. "Beginning January 1, 2006, in order to implement HB 914 (adding new Local Government Code Chapter 176), ALL VENDORS MUST SUBMIT A CONFLICT OF INTEREST QUESTIONNAIRE (Form CIQ) disclosing its affiliations and business relationships with the County's Officers (County Judge and Commissioners Court) as well as the County employees and contractors who make recommendations for the expenditure of County funds. The names of the County Officers and of the County employees and contractors making recommendations to the County Officers on this contract are listed in the Specifications.

THE CONFLICT OF INTEREST QUESTIONNAIRE MUST BE FILED WITH THE COUNTY CLERK AND A COPY OR PROOF OF FILING MUST BE ATTACHED TO THE BIDDER'S RESPONSE SUBMITTED TO THE PURCHASING DEPARTMENT.

Bidders should be aware that this bidding condition is not intended to cover or to advise you about all situations in which Local Government Code Chapter 176 would require you to file a Form CIQ. You should consult your private attorney with regard to the application of this law and your compliance requirements. Failure to comply is punishable as a Class C misdemeanor.

NOTICE:

ALL COMMUNICATIONS BY A VENDOR TO THE COUNTY, ITS OFFICIALS, AND DEPARTMENT HEADS REGARDING THIS PROCUREMENT SHALL BE DONE THROUGH THE EL PASO COUNTY PURCHASING DEPARTMENT. **THE EL PASO COUNTY CODE OF ETHICS PROHIBITS ALL PRIVATE COMMUNICATION BETWEEN VENDORS AND CERTAIN COUNTY OFFICIALS AND EMPLOYEES AS DESCRIBED BELOW:**

No vendor, its representative, agent, or employee shall engage in private communication with a member of the El Paso County Commissioners Court or county department heads regarding any procurement of goods or services by the County from the date that the bid, RFP, or RFQ is released. No private communication regarding the purchase shall be permitted until the procurement process is complete and a purchase order is granted or a contract is entered into. Members of the commissioners court are required to make a reasonable effort to inform themselves regarding potential procurements and have a duty to inquire of vendors, their representatives or employees, the nature of any private communication being sought prior to engaging in any communication. "Private Communication" means communication with any vendor outside of a posted meeting of the governing body, a regular meeting of a standing or appointed committee, or a negotiation with a vendor which has been specifically authorized by the governing body.

Health Insurance Benefits Provided By Bidder

Consideration of Health Insurance Benefits*

1. Do you or your subcontractor(s) currently offer health insurance benefits to your employees?

If so, please describe those health insurance benefits that you or your subcontractor(s) currently provide/offer to your employees.

2. What percentage, if any, of your of your subcontractor's employees are currently enrolled in the health insurance benefits program?

El Paso County may consider provision of health insurance benefits as part of the overall "best value" determination. Failure to provide health insurance benefits will not disqualify you from participating in this bid selection process.

Business Name

Date

Name of Authorized Representative

*

Signature of Authorized Representative

* This page must be included in all responses.



COUNTY OF EL PASO
County Purchasing Department
500 East San Antonio, Suite PU500
El Paso, Texas 79901
(915) 546-2048
(915) 546-8180 Fax

RE: RFI #07-150, RFI Long Term Plan and Utilization of all or Portions of Ascarate Park

Dear Vendor:

As of January 1, 2006, the Texas Local Government Code Chapter 176 requires all vendors and potential vendors who contract or seek to contract for the sale or purchase of property, goods, or services with any local government entity to complete and submit a Conflicts of Interest Questionnaire. A copy of the requirements regarding vendors is attached. Also attached is a copy of the Questionnaire which needs to be filed and was prepared and approved for statewide use by the Texas Ethics Commission.

In filing out the Questionnaire, the following are the County Officers that will award the bid and the employees which will make a recommendation to the Commissioners Court:

County Officers: County Judge Anthony Cobos
Commissioner Luis C. Sariñana
Commissioner Veronica Escobar
Commissioner Miguel Teran
Commissioner Dan Haggerty

County Employees: Piti Vasquez, Purchasing Agent
Jose Lopez, Jr., Assistant Purchasing Agent
Peter Gutierrez, Buyer II
Linda Gonzalez, Inventory Bid Technician
Lucy Balderama, Inventory Bid Technician
Rosemary Neill, Director of Family and Community Services

Please note that the state law requires that the Questionnaire be filed with the **COUNTY CLERK** no later than **the 7th business day after submitting an application, response to an RFP, RFQ or bid** or any other writing related to a potential agreement with the County. Failure to file the questionnaire within the time provided by the statute is a Class C misdemeanor

CONFLICT OF INTEREST QUESTIONNAIRE

FORM CIQ

For vendor or other person doing business with local governmental entity

OFFICE USE ONLY

Date Received

This questionnaire is being filed in accordance with chapter 176 of the Local Government Code by a person doing business with the governmental entity.

By law this questionnaire must be filed with the records administrator of the local government not later than the 7th business day after the date the person becomes aware of facts that require the statement to be filed. See Section 176.006, Local Government Code.

A person commits an offense if the person violates Section 176.006, Local Government Code. An offense under this section is a Class C misdemeanor.

1 Name of person doing business with local governmental entity.

2

☐

Check this box if you are filing an update to a previously filed questionnaire.

(The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than September 1 of the year for which an activity described in Section 176.006(a), Local Government Code, is pending and not later than the 7th business day after the date the originally filed questionnaire becomes incomplete or inaccurate.)

3

Name each employee or contractor of the local governmental entity who makes recommendations to a local government officer of the governmental entity with respect to expenditures of money AND describe the affiliation or business relationship.

4

Name each local government officer who appoints or employs local government officers of the governmental entity for which this questionnaire is filed AND describe the affiliation or business relationship.

CONFLICT OF INTEREST QUESTIONNAIRE

For vendor or other person doing business with local governmental entity

FORM CIQ

Page 2

5

Name of local government officer with whom filer has affiliation or business relationship. (Complete this section only if the answer to A, B, or C is YES.

This section, item 5 including subparts A, B, C & D, must be completed for each officer with whom the filer has affiliation or other relationship. Attach additional pages to this Form CIQ as necessary.

A. Is the local government officer named in this section receiving or likely to receive taxable income from the filer of the questionnaire?

☐

Yes

☐

No

B. Is the filer of the questionnaire receiving or likely to receive taxable income from or at the direction of the local government officer named in this section AND the taxable income is not from the local governmental entity?

☐

Yes

☐

No

C. Is the filer of this questionnaire affiliated with a corporation or other business entity that the local government officer serves as an officer or director, or holds an ownership of 10 percent or more?

☐

Yes

☐

No

D. Describe each affiliation or business relationship.

6

Signature of person doing business with the governmental entity

Date

Tex. Local Gov't Code § 176.006 (2005)

§ 176.006. Disclosure Requirements for Vendors and Other Persons; Questionnaire

(a) A person described by Section 176.002(a) shall file a completed conflict of interest questionnaire with the appropriate records administrator not later than the seventh business day after the date that the person:

(1) begins contract discussions or negotiations with the local governmental entity; or

(2) submits to the local governmental entity an application, response to a request for proposals or bids, correspondence, or another writing related to a potential agreement with the local governmental entity.

(b) The commission shall adopt a conflict of interest questionnaire for use under this section that requires disclosure of a person's affiliations or business relationships that might cause a conflict of interest with a local governmental entity.

(c) The questionnaire adopted under Subsection (b) must require, for the local governmental entity with respect to which the questionnaire is filed, that the person filing the questionnaire:

(1) describe each affiliation or business relationship the person has with each local government officer of the local governmental entity;

(2) identify each affiliation or business relationship described by Subdivision (1) with respect to which the local government officer receives, or is likely to receive, taxable income from the person filing the questionnaire;

(3) identify each affiliation or business relationship described by Subdivision (1) with respect to which the person filing the questionnaire receives, or is likely to receive, taxable income that:

(A) is received from, or at the direction of, a local government officer of the local governmental entity; and

(B) is not received from the local governmental entity;

(4) describe each affiliation or business relationship with a corporation or other business entity with respect to which a local government officer of the local governmental entity:

(A) serves as an officer or director; or

(B) holds an ownership interest of 10 percent or more;

(5) describe each affiliation or business relationship with an employee or contractor of the local governmental entity who makes recommendations to a local government officer of the local governmental entity with respect to the expenditure of money;

(6) describe each affiliation or business relationship with a person who:

(A) is a local government officer; and

(B) appoints or employs a local government officer of the local governmental entity that is the subject of the questionnaire; and

(7) describe any other affiliation or business relationship that might cause a conflict of interest.

(d) A person described by Subsection (a) shall file an updated completed questionnaire with the appropriate records administrator not later than:

(1) September 1 of each year in which an activity described by Subsection (a) is pending; and

(2) the seventh business day after the date of an event that would make a statement in the questionnaire incomplete or inaccurate.

(e) A person is not required to file an updated completed questionnaire under Subsection (d)(1) in a year if the person has filed a questionnaire under Subsection (c) or (d)(2) on or after June 1, but before September 1, of that year.

(f) A person commits an offense if the person violates this section. An offense under this subsection is a Class C misdemeanor.

(g) It is a defense to prosecution under Subsection (f) that the person filed the required questionnaire not later than the seventh business day after the date the person received notice of the violation.

Tex. Local Gov't Code § 176.001 (2005)

§ 176.001. Definitions

In this chapter:

(1) "Commission" means the Texas Ethics Commission.

(2) "Family member" means a person related to another person within the first degree by consanguinity or affinity, as described by Subchapter B, Chapter 573, Government Code.

(3) "Local governmental entity" means a county, municipality, school district, junior college district, or other political subdivision of this state or a local government corporation, board, commission, district, or authority to which a member is appointed by the commissioners court of a county, the mayor of a municipality, or the governing body of a municipality. The term does not include an association, corporation, or organization of governmental entities organized to provide to its members education, assistance, products, or services or to represent its members before the legislative, administrative, or judicial branches of the state or federal government.

(4) "Local government officer" means:

(A) a member of the governing body of a local governmental entity; or

(B) a director, superintendent, administrator, president, or other person designated as the executive officer of the local governmental entity.

(5) "Records administrator" means the director, county clerk, municipal secretary, superintendent, or other person responsible for maintaining the records of the local governmental entity.

COUNTY OF EL PASO, TEXAS

Solicitation Check List

RFI Long Term Plan and Utilization of all or Portions of Ascarate Park RFI #07-150

THIS CHECKLIST IS PROVIDED FOR YOUR CONVENIENCE

- _____ Responses should be delivered to the County Purchasing Department by 2:00 p.m., Wednesday, November 21, 2007. Did you visit our website (www.epcounty.com) for any addendums?
 - _____ Did you sign the Signature Page?
 - _____ Did you sign the "Certifications Regarding Lobbying, Debarment, Suspension and Other Responsibility Matters; Drug-Free Workplace Requirements; Federal Debt Status, and Nondiscrimination Status And Implementing Regulations" document?
 - _____ Did you sign the "Consideration of Insurance Benefits" form?
 - _____ Did you file a copy of the completed Conflict of Interest Questionnaire (Form CIQ) with the El Paso County Clerk (in person or by mail to 500 E. San Antonio, Suite 106, El Paso, TX 79901 or by fax to 915-546-2012 attention Joann) and write the confirmation number given as proof of filing on your bidding schedule?
 - _____ Did you provide one original and six (6) copies of your response?
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