



NUECES CENTRAL APPRAISAL DISTRICT

NOTICE OF INVITATION FOR BIDS

Solicitation Name: IFB 2026-01 for HVAC Replacement and Maintenance Services

Issued: July 7, 2026

Closing Time: July 23, 2026, 3:00 PM Central Time

District Contact: Irene Lugo, Purchasing Specialist, ilugo@nucescad.net, **(361) 881-9978 ext.4211**

Through issuing this invitation for bids (IFB), the Nueces Central Appraisal District (District) is seeking competitive sealed bids from qualified Bidders for certain HVAC replacement projects and ongoing servicing/preventive maintenance services.

A site visit/walk-through in advance of submitting bids is **required**. This will be conducted at 201 N. Chaparral St., Corpus Christi, TX 78401 on **Monday, July 13, 2026 @ 9:00 am**. Bidders that have already recently conducted a site visit/walk-through are not required to do so again.

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A complete bid is submitted by the Closing Time above and includes all of the following:

1. Bid including responses to all Section 3 items; and
2. Attachments A, B, and C from Section 3.

SECTION 1: IFB CONDITIONS AND INSTRUCTIONS

1. Solicitation Process and Anticipated Schedule

Date	Activity
07/07/26	Issue IFB (Advertise 07/08/26 & 07/15/26)
07/13/26	<u>Mandatory Pre-Bid Site Visit/Walk-Through:</u> 9:00 am Central Time (CT), 201 N. Chaparral, Corpus Christi, Texas 78401
N/A	Bidders submit written inquiries by 4:00 pm CT via email to Contact on page 1
As needed	District responds to inquiries via Addenda posted to website
07/23/26	Bids due by 3:00 pm CT to District Contact (on paper in sealed envelope)
07/23/26	Bids opened publicly 3:15pm CT, NCAD Board Room, 1st Floor, 201 N. Chaparral, Corpus Christi, Texas 78401

2. IFB Specifications

This IFB automatically incorporates all amendments (done via written Addenda) subsequently issued. Bidders are expected to examine all IFB contents. Failure to do so is at the Bidder's risk. Bidders may propose products and services exceeding specifications as an "alternate" bid. The apparent silence of the specifications about any detail or the apparent omission from it of a detailed description concerning any point, shall be regarded as meaning that only the best commercial practice is to prevail. In the case of ambiguities and interpretative differences, the District's interpretation prevails.

3. Communications

All communications regarding this solicitation must be in writing addressed to only the District Contact on Page 1. Other employees and officials are not authorized to respond and attempts to question others about this solicitation may result in disqualification from participating. Oral explanations or instructions are not binding.

4. Eligibility and Disqualification

Only responsive bids from qualified and responsible Bidders will be considered. The District may make investigations as necessary to ascertain Bidder's fitness for consideration.

A. "Responsive bids" are those complying with IFB in all material respects.

B. "Responsible Bidders" at a minimum must:

- i. Be duly licensed to and regularly engaged in performing the subject work for a reasonable time;
- ii. Maintain adequate financial resources as required during the full term of service;
- iii. Have a satisfactory record of past performance;
- iv. Have the necessary management and technical capabilities to successfully perform;
- v. Be otherwise qualified and eligible to receive a contract award under applicable federal, state, county, or municipal laws and regulations; and
- vi. Certify that it is not on the U.S. Comptroller General's list of ineligible contractors – signing and submitting the bid is so certifying.

C. A Bidder may be asked to submit proof verifying that it meets the minimum criteria necessary to be determined responsible. Refusal to provide such shall result in disqualification.

D. Bidders may be disqualified under any of the following circumstances:

- i. There is reason to believe that collusion exists among the Bidders;
- ii. Bidder is involved in any litigation against the District;
- iii. Bidder lacks financial stability;
- iv. Bidder has failed to perform under previous or present contracts with the District;
- v. Bidder has failed to adhere to the provisions established in this IFB;
- vi. Bidder has failed to submit its bid in the format specified herein;
- vii. Bidder has failed to adhere to generally accepted ethical and professional principles during this solicitation process (i.e. attempting to lobby/influence District officials); and/or,
- viii. Bidder has failed to provide detailed fees in the bid.

5. Pre-Bid Conference and Written Inquiries (if indicated on Anticipated Schedule above)

- A. A Pre-Bid Conference is for Bidders to discuss and/or clarify the IFB with the District.
- B. Written inquiries about the IFB shall be submitted in writing according to the Anticipated Schedule.
- C. After A and/or B, District will respond in written Addenda form to be made available to all known prospective Bidders at <https://nuecescad.net/procurement/>.
- D. Bidders must check the site for any Addenda that were not anticipated.

6. Preparing and Submitting Bids

- A. Use only the IFB, Addenda, and other information supplied by the District Contact to prepare bids.
- B. Interested Bidders should provide contact information to the District Contact and request being alerted about any Addenda and other communications. Otherwise, checking the District's website above often for any Addenda is advised.
- C. Bidders should submit their best offerings in the initial bid.
- D. Bids must be received at the District's office by the Closing Time. No Late bids are accepted.
- E. No contract is implied or obligated by District issuing this IFB and/or the submission of a bid.
- F. All costs of bid preparation will be borne by the Bidder.
- G. By submitting its bid, Bidder affirms that its bid is **firm for 180 days** from Closing Time.
- H. Paper submissions must be submitted only to the District Contact in a sealed packaging marked on the outside with the Bidder's name, address and the Solicitation Name from Page 1. Electronic submissions are not accepted.
- I. The IFB contains the District's anticipated needs. There may be instances in which it is in the District's best interest to permit exceptions to specifications and evaluate an alternative approach. It is vital that Bidders clearly indicate where and why alternatives are proposed and explain the alternative approach to the item(s). If bid questions, forms, and attachments do not provide the space for Bidders to state such, then such shall be described in the cover letter or a separate bid.
- J. Bids submitted become property of the District. Please note that all bids are open for public inspection after any contract award; however, trade secrets and confidential information in the bids are not open for public inspection. **Bidders must identify any information contained in its bid which it asserts is either a trade secret or confidential information.** Such material must be conspicuously identified by marking each page containing such information as "Confidential" or "Proprietary". **If such material is not conspicuously identified, then by submitting its bid, a Bidder agrees that such material shall be considered available public information.**
- K. FAILURE TO COMPLY WITH ALL REQUIREMENTS AND CRITERIA OR QUALIFICATIONS OF ANY KIND MAY RESULT IN BIDDER'S BID BEING ELIMINATED FROM CONSIDERATION.
- L. By submitting and signing its bid, Bidder indicates its intention to adhere to the provisions described in this IFB. **Bids signed for a partnership** shall be signed in the Bidder's name by at least one general partner or designee. **Bids signed for a corporation** shall have the correct corporate name thereon and shall bear the president's, vice president's, or designee's original signature with the name and title written below the corporate name. Any other signature must be accompanied by a resolution of the board of directors authorizing such signature to contract in the corporation's name. The title of the office held by the person signing for the corporation shall appear below the signature of the officer.

7. Modifications, Withdrawals and Duplications of Bids

Bids may be modified or withdrawn prior to the exact hour and date of the Closing Time by a representative of the Bidder provided that his/her identity is confirmed by the District. If duplicate bids are received, the one received later (but before the Closing Time) will be evaluated.

8. Opening Bids and Evaluations

- A. Formal public opening of sealed bids shall take place per Anticipated Schedule above.
- B. The District will first review and evaluate all bids for compliance and completeness. Those bids found, in the District's judgment, incomplete or failing to address the stated needs will be disregarded.
- C. Responsive Bids shall be further evaluated based on "best value" to the District and not on fees/economic impact alone. To determine the best value, the District may consider:
 - a. the bidder's price
 - b. the reputation of the Bidder and its goods and/or services;
 - c. the quality of the Bidder's goods and/or services;
 - d. the extent to which the goods and/or services meet the District's needs;
 - e. the Bidder's past relationship(s) with the District;
 - f. impact on the District's ability to comply with laws and rules relating to contracting with historically underutilized businesses and nonprofit organizations employing persons with disabilities;
 - g. the total long-term cost to the District to acquire the Bidder's goods or services; and
 - h. any other relevant criteria specifically listed in this IFB or bids.
- D. Bids will be evaluated and ranked in order of which provides best value to the District in the District's sole judgment.
- E. The District may conduct additional interviews with selected Bidders, check references, and/or inspect the Bidder's facilities or services in order to further explore and clarify the bids.
- F. The District may then negotiate a contract with the highest-ranked Bidder. If negotiations proceed unsatisfactorily in the District's judgment, the District will suspend those negotiations and negotiate with the next highest ranked Bidder and continue in such a manner until satisfactory negotiations have been achieved.
- G. Partial Awards. District intends to award to a single contactor for all the goods and services in this IFB.

9. Reservation of Rights

The District, at its sole option, expressly reserves the right to:

- (1) Waive any immaterial defect, irregularity or informality in any bid or bid procedure;
- (2) Reject any or all bids, or parts thereof;
- (3) Cancel and reissue the IFB at any time;
- (4) Extend the bid submission date and change Anticipated Schedule at any time;
- (5) Suspend this solicitation process at any point and procure any item(s) by other means;
- (6) Increase/decrease the actual quantities specified herein, unless Bidder specifies otherwise;
- (7) Eliminate and exclude any individual goods and services from contract award;
- (8) Consider and accept an alternate bid, as provided herein, when most advantageous to the District, in the event no bid fully complies with all requirements and criteria used to determine the best bid;
- (9) Halt or suspend any part of all of this solicitation at any point in the process;
- (10) Retain and own all bids submitted, whether accepted or rejected;
- (11) Further explore and negotiate with the Bidder that, in the District's sole judgment, provides the best value for the services specified herein.
- (12) The District may also suspend any negotiations if such is not progressing in a manner acceptable to the District, and commence negotiations with the next best rated Bidder.

10. Conflicts of Interest

Bidders must comply with the conflict of interest provisions dictated by the District and applicable law. Bidder must file with the District a Disclosure Of Interests on the form supplied herein.

11. Historically Underutilized Business, Minority Business Enterprise and Other Business

The District encourages participation in this solicitation by DBE/HUB/Minority-owned business and requires all those seeking to conduct business with the District to provide relevant information on the form included herewith.

12. Protests

In the event that a Bidder desires to protest any procedure, the Bidder should present such protest, in writing, to the Chief Appraiser within three (3) business days following the bid due date. The protest shall state the name and address of the protestor, refer to this IFB, contain a statement of the grounds for protest and contain any supporting documentation.

13. Contract to be signed

The District requires that any resulting contract(s) must incorporate certain clauses common to governments such as a "funding out" clause, and certain information provided by Bidder in the Section 3 certification forms.

SECTION 2: SCOPE OF WORK

"Bidder" means a firm submitting a bid prior to contract award by the District and "Contractor" means the successful Bidder(s) awarded a contract(s) to provide the goods and services.

The District is located at 201 N Chaparral, Corpus Christi, TX, 78401, in a three-story building that was built in 1950, has undergone various alterations, and has approximately 43,000 square feet. The District's equipment includes:

- One (1) Air Handling Unit (1st Floor - Garage)
- Two (2) Rooftop Units (2nd Floor and 3rd Floor)
- Three (3) A/C Condensing Units (On Roof)
- Two (2) IT Data Room Air Handling Units (2nd Floor)

HVAC REPLACEMENT PROJECTS

The District intends for this work to be accomplished after its busier season (est. Oct'26-Jan'27).

1st Floor A/C System 20-Ton – work to include but not limited to:

- Recover existing refrigerant
- Provide lifting equipment
- Pressure test and evacuate system for leaks
- Adjust and commission system for proper operation
- Clean-up and disposal of materials

2nd Floor A/C System 30-Ton – work to include but not limited to:

- Recover existing refrigerant
- Provide lifting equipment
- Pressure test and evacuate system for leaks
- Adjust and commission system for proper operation
- Clean-up and disposal of materials

3rd Floor A/C System 50-Ton – work to include but not limited to:

- Recover existing refrigerant
- Provide lifting equipment
- Pressure test and evacuate system for leaks
- Adjust and commission system for proper operation
- Clean-up and disposal of materials

IT Server Room - 2nd Floor A/C System Two (2) 5-Ton Units – work to include but not limited to:

- Recover existing refrigerant
- Provide lifting equipment
- Pressure test and evacuate system for leaks
- Adjust and commission system for proper operation
- Clean-up and disposal of materials

All above with manufacturer and any other warranties offered. All work must be done in a first-class commercial manner and will be scheduled in a manner that minimizes disruption of District's normal operating hours. Bidders should factor this scheduling into their planning and fees they submit. Any weekend/holiday work must enable normal District operations to resume timely at the beginning of the next District operating day. District will do its utmost to accommodate Contractor's scheduling requirements within reason.

SERVICING, REPAIRS, AND MAINTENANCE

The District intends, at least initially, to have any of the items within this scope serviced by the same Contractor that provided them. However, the District reserves the right at all times to procure any subsequent servicing, parts, components, installation, etc. elsewhere when in the best interests of the District and because of government bidding requirements applicable under the circumstances.

PREVENTIVE MAINTENANCE SERVICES

Generally, these services will take place during the District's regular operating times (Mon-Fri, 8am – 5pm). District typically schedules these services ahead of the periods indicated below.

The District intends, at least initially, to have any of the items within this scope serviced by the same Contractor that provided them. However, the District reserves the right at all times to procure any subsequent servicing, parts, components, installation, etc. elsewhere when in the best interests of the District and because of government bidding requirements applicable under the circumstances.

Warmer Months. Minimum: Filters, Blowers, Refrigerant, Electrical Components, Contactors, Belts, Condenser Coils, Evaporator Coils, Oil Levels, Voltages, Fan Motors, Thermostats, Condensate Drains, Wiring Connections, Fan Bearings, Capacitors, Pressures, Compressors, Safeties, and Amperages.

Cooler Months. Minimum: Filters, Blowers, Thermocouples, Fan Controls, Limit Controls, Flue Pipes, Draft Diverters, Burners, Safeties, Pilots, Belts, Fan Motors, Fan Bearings, Furnace Wiring, Heat Strips, Thermostats, and Heat Anticipators.

INSURANCE

Contractor must possess sufficient insurance to cover all District property and personnel during any periods of work. Evidence of such will be submitted to the District in advance of commencing any work. District must be named additionally insured on any certificates of insurance provided to the District. Insurance carrier must directly notify the District of any coverage changes and/or cancellation.

ADDITIONAL TERMS, CONDITIONS, EXCLUSIONS, AND ADDED VALUE BID ITEMS

Bidders should state any added value goods and services for the District's consideration. If such items are outside the scope of this solicitation, such will be considered after primary evaluation of the bids.

FEES

Bidders should quote their best fees for these goods and services in their initial bid. Consideration should be given to logistics, such as whether parts of this work will be scheduled during periods of worker overtime pay rates or straight time, lead time for ordering and storing components until needed, etc. Only fees submitted herein will be paid by the District.

SECTION 3: BID SUBMISSION

Bid must be signed by a representative duly authorized to bind the Bidder to the bid.

Company Name: _____

Contact Person: _____

Address: _____

Phone: _____

Email: _____

Confirm bid is good for 180 days ____ Yes or ____ No. If no, how long is bid firm? _____

Additional Terms, Exclusions, Warranties (attach additional page if more room is needed):

Bidder acknowledges receipt of the following addenda (give addenda number)

Authorized Signature: _____

Printed Name: _____

Date: _____

ADDITIONAL SUBMISSION ITEMS:

1. Copy of maintenance/service agreement(s).
2. Proof of insurance and applicable licenses.
3. Warranty information.
4. Complete and submit the following items from the following pages. These forms will be incorporated into the resulting contract without exception. Bidder acknowledges this by submitting a bid.
 - a. Attachment A Proposed Fees.
 - b. Attachment B Certification forms.
 - c. Attachment C Form 1295.

ATTACHMENT A (Page 1 of 1)

FEE SCHEDULE

Disclose all fees for all aspects of your bid elements, including initial setup to ongoing costs to the District. If a cost is not disclosed herein, the item(s) is deemed to be provided at no charge to the District.

Total Cost – 1st Floor Replacement: \$_____

Total Cost – 2nd Floor Replacement: \$_____

Total Cost – 3rd Floor Replacement: \$_____

Total Cost – 2nd Floor IT Data Room Replacement: \$_____

Hourly Service Rate: \$_____

Hourly Overtime Rate: \$_____

Hours considered Overtime: _____

How long will these hourly rates apply to the District? _____

Parts Markup Percentage(s) : _____

Preventive Maintenance Annual Cost: _____

BY ITS SIGNATURE BELOW THE PROPOSER AGREES THAT THE TERMS SUBMITTED SHALL REMAIN BINDING AGAINST THE PROPOSER FOR 180 DAYS AFTER SUBMISSION DEADLINE.

(Name of Bidder)

Signed: _____

Printed Name: _____

Date: _____

Attachment B: Certification Forms (Page 1 of 6)

CERTIFICATION FORM

In submitting this bid, I certify as follows:

1. **Non-Collusion Certification:** The undersigned Firm hereby certifies that it has made this bid independently, without consultation, communication or agreement for the purpose of restricting competition as to any matter relating to this bid, with any other Firm or with any other competitor;
2. **Bid Validity Certification:** The undersigned offers and agrees, if this offer is accepted within 180 calendar days from the bid due date, to furnish any or all services upon which fees are offered at the designated point within the time frame as determined by the District;
3. **Non-Debarment Certification:** The undersigned Firm hereby certifies that it is not included on the U.S. Comptroller General's Consolidated List of Persons or firms currently debarred for violations of various contracts incorporating labor standards provisions;
4. **Non-Conflict Certification:** The undersigned Firm hereby represents and warrants that no employee, official, or member of the District's Board of Directors is or will be peculiarly benefited directly or indirectly, in this Contract; and
5. **Non-Inducement Certification:** The undersigned Firm hereby certifies that neither it nor any of its employees, representatives, or agents have offered or given gratuities (in the form of entertainment, gifts, or otherwise) to any director, officer, or employee of the District with the view toward securing favorable treatment in the awarding, amending, or the making of any determination with respect to the performance of this Contract.

The undersigned hereby further certifies that s/he has read all of the documents and agrees to abide by the terms, certifications, conditions, and addenda thereof.

Date: _____

Firm Name: _____

Signature: _____

Printed Name: _____

Title: _____

ATTACHMENT B – CERTIFICATION FORMS (Page 2 of 6)

Business Address: _____
(Street Address) (City) (State) (Zip Code)

Mailing
Address: _____
(P.O. Box) (City) (State) (Zip Code)

Telephone: (Office) _____ (Fax) _____

Firm Owner(s): _____

Firm CEO: _____

Date firm was founded: _____

ATTACHMENT B – CERTIFICATION FORMS (Page 3 of 6)

BUSINESS DESIGNATION FORM

PLEASE INDICATE WHETHER BIDDER IS ANY OF THE FOLLOWING:

☐ YES ☐ NO - **CERTIFIED HISTORICALLY UNDERUTILIZED BUSINESS (HUB)**

Select all that are appropriate:

- ☐ ASIAN PACIFIC
☐ BLACK
☐ HISPANIC
☐ NATIVE AMERICAN
☐ WOMAN

Please visit the following website for information on becoming a Texas Certified HUB:

<http://www.window.state.tx.us/procurement/prog/hub/>

☐ YES ☐ NO - **LOCAL SMALL BUSINESS (LSB)**

A for-profit entity employing less than 49 employees located within the City limits of Corpus Christi, Texas

☐ YES ☐ NO OTHER (PLEASE SPECIFY):

☐ THIS COMPANY IS **NOT** A CERTIFIED HUB or LSB

THE INFORMATION REQUESTED IN THIS FORM IS FOR STATISTICAL REPORTING PURPOSES ONLY AND WILL NOT INFLUENCE AWARD DECISIONS OR THE AMOUNT OF MONIES EXPENDED WITH ANY GIVEN COMPANY.

Firm Name: _____ Telephone: _____ - - Ext. _____

Address: _____ Fax: _____ - - _____

City: _____ State: _____ Zip: _____ - _____ E-mail: _____

Signature of Person Authorized to Sign Form Date: _____

Signer's Name: _____ Title: _____
(Please print or type)

ATTACHMENT B – CERTIFICATION FORMS (Page 4 of 6)

DISCLOSURE OF INTERESTS CERTIFICATION

FIRM NAME: _____

STREET: _____ CITY/STATE: _____ ZIP: _____

FIRM is: 1. Corporation ☐ 2. Partnership ☐ 3. Sole Owner ☐

 4. Association ☐ 5. Other ☐ _____

DISCLOSURE QUESTIONS

If additional space is necessary, please use the reverse side of this page or attach separate sheets.

1. State the names of each “employee” of the District having an “ownership interest” constituting 3% or more of the ownership in the above named “firm”.

NAME	JOB TITLE AND DEPARTMENT (IF KNOWN)
------	-------------------------------------

_____	_____
_____	_____

2. State the names of each “official” of the District having an “ownership interest” constituting 3% or more of the ownership in the above named “firm”.

NAME	TITLE
------	-------

_____	_____
_____	_____

3. State the names of each “board member” of the District having an “ownership interest” constituting 3% or more of the ownership in the above named “firm”.

NAME	BOARD, COMMISSION OR COMMITTEE
------	--------------------------------

_____	_____
_____	_____

ATTACHMENT B – CERTIFICATION FORMS (Page 5 of 6)

4. State the names of each employee or officer of a “consultant” for the District who worked on any matter related to the subject of this contract and has an “ownership interest” constituting 3% or more of the ownership in the above named “firm”.

NAME

CONSULTANT

CERTIFICATE

I certify that all information provided is true and correct as of the date of this statement, that I have not knowingly withheld disclosure of any information requested; and that supplemental statements will be promptly submitted to the Nueces Central Appraisal District as changes occur.

Certifying Person: _____ Title: _____
(Type or Print)

Signature of Certifying Person: _____ Date: _____

ATTACHMENT B – CERTIFICATION FORMS (Page 6 of 6)

**Boycott Israel; Boycott Energy Companies; and Prohibition of Discrimination against Firearm Entities and
Firearm Trade Associations.**

The following verifications are required for all contracts with a Texas governmental agency paid from public funds for goods and/or services with a value of \$100,000 or more with a contractor that has 10 or more full-time employees. Failure of Bidder/Contractor to complete this verification could result in disqualification from participating in this bid process, determined at the District's discretion.

- (a) Bidder/Contractor verifies that it does not Boycott Israel and agrees that during the term of the Contract/Agreement will not Boycott Israel as that term is defined in Texas Government Code Section 808.001, as amended.
- (b) Bidder/Contractor verifies that it does not Boycott Energy Companies and agrees that during the term of the Contract/Agreement will not Boycott Energy Companies as that term is defined in Texas Government Code Section 809.001, as amended.
- (c) Bidder/Contractor verifies that it does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association as those terms are defined in Texas Government Code Section 2274.001, as amended; and (ii) will not discriminate during the term of this Agreement against a firearm entity or firearm trade association.
- (d) These verifications do not apply if Bidder/Contractor is a sole proprietor, a non-profit entity, or a governmental entity; and only applies if: (i) Bidder/Contractor has ten (10) or more full-time employees and (ii) this Agreement has a value of \$100,000.00 or more to be paid under the terms of this Agreement.

On behalf of Bidder/Contractor, I verify that the above are true and correct as of the date of this statement, that I have not knowingly withheld disclosure of any information requested; and that any changes in these will be promptly submitted to the Nueces Central Appraisal District as soon as practical after such changes occur.

Name: _____ Title: _____
(Type or Print)

Signature: _____ Date: _____

ATTACHMENT C - CERTIFICATE OF INTERESTED PARTIES

In 2015, the Texas Legislature adopted House Bill 1295, which added section 2252.908 of the Government Code. The law states that a governmental entity or state agency may not enter into certain contracts with a business entity unless the business entity submits a disclosure of interested parties to the governmental entity or state agency at the time the business entity submits the signed contract to the governmental entity or state agency.

The law applies only to a contract of a governmental entity or state agency that either **(1) requires an action or vote by the governing body of the entity or agency before the contract may be signed** or (2) has a value of at least \$1 million, or (3) is for services that would require a person to register as a lobbyist under Chapter 305 of the Government Code. The disclosure requirement applies to a contract entered into on or after January 1, 2016.

The Texas Ethics Commission was required to adopt rules necessary to implement that law, prescribe the disclosure of interested parties form, and post a copy of the form on the commission's website. The commission adopted the Certificate of Interested Parties form (Form 1295) on October 5, 2015. The commission also adopted new rules (Chapter 46) on November 30, 2015, to implement the law. The commission does not have any additional authority to enforce or interpret House Bill 1295.

The successful Contractor must submit Form 1295 to the District. A sample is on the following page.

Further details are available at: <https://www.ethics.state.tx.us/filinginfo/1295/>

CERTIFICATE OF INTERESTED PARTIES**FORM 1295**

Complete Nos. 1 - 4 and 6 if there are interested parties.
Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

OFFICE USE ONLY

1 Name of business entity filing form, and the city, state and country of the business entity's place of business.

2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.

3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.

4 Name of Interested Party	City, State, Country (place of business)	Nature of Interest (check applicable)	
		Controlling	Intermediary

5 Check only if there is NO Interested Party. ☐

6 UNSWORN DECLARATION

My name is _____, and my date of birth is _____.

My address: _____
(street) (city) (state) (zip code) (country)

I declare under penalty of perjury that the foregoing is true and correct.

Executed in _____ County, State of _____, on the _____ day of _____, 20____.
(month) (year)

Signature of authorized agent of contracting business entity
(Declarant)

ADD ADDITIONAL PAGES AS NECESSARY