



## Exhibit B

# 25-60-A - Annual Contract for Screening and Retaining Wall Maintenance

## Project Overview

<b>Project Details</b>	
<b>Reference ID</b>	25-60-A
<b>Project Name</b>	Annual Contract for Screening and Retaining Wall Maintenance
<b>Project Owner</b>	Nicole Haney
<b>Project Type</b>	RFB
<b>Department</b>	Public Services
<b>Budget</b>	\$0.00 - \$0.00
<b>Project Description</b>	The City of Lewisville is accepting competitive sealed bids for Screening and Retaining Wall Maintenance. (All questions must be submitted on Bonfire in the questions and answers section. All goods and services provided to the City must be compliant with the Americans with Disabilities Act ("ADA") and all regulations promulgated pursuant to the ADA. The successful bidder will be required to certify compliance, if applicable.)
<b>Open Date</b>	Feb 22, 2025 11:30 AM CST
<b>Intent to Bid Due</b>	Mar 24, 2025 2:00 PM CDT
<b>Close Date</b>	Mar 24, 2025 2:00 PM CDT

<b>Highest Scoring Supplier</b>	<b>Score</b>
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## Seal status

Requested Information	Unsealed on	Unsealed by
2 - Procurement Required Documents	Mar 24, 2025 2:06 PM CDT	Nicole Haney
Additional Information	Mar 24, 2025 2:06 PM CDT	Nicole Haney
25-60-A Screening and Retaining Wall Maintenance (BT-39EF)	Mar 24, 2025 2:06 PM CDT	Nicole Haney

## Conflict of Interest

# Declaration of Conflict of Interest You have been chosen as a Committee member for this Evaluation. Please read the following information on conflict of interest to see if you have any problem or potential problem in serving on this committee. ## Code of Conduct All information related to submissions received from Suppliers or Service Providers must be kept confidential by Committee members. ## Conflict of Interest No member of a Committee shall participate in the evaluation if that Committee member or any member of his or her immediate family: \* has direct or indirect financial interest in the award of the contract to any proponent; \* is currently employed by, or is a consultant to or under contract to a proponent; \* is negotiating or has an arrangement concerning future employment or contracting with any proponent; or, \* has an ownership interest in, or is an officer or director of, any proponent. Please sign below acknowledging that you have received and read this information. If you have a conflict or potential conflict, please indicate your conflict on this acknowledgment form with information regarding the conflict. I have read and understood the provisions related to the conflict of interest when serving on the Evaluation Committee. If any such conflict of interest arises during the Committee's review of this project, I will immediately report it to the Purchasing Director.

Name	Date Signed	Has a Conflict of Interest?
Nicole Haney	Mar 24, 2025 2:07 PM CDT	No

## Primary Responses

Success: All data is valid!

						Numeric	
Status	Bid/No Bid Decision	#	Item	Unit of Measure	Quantity Required	Unit Price	Total Cost
Screening Wall (Brick)							
Not Bidding	No Bid	#1-1	R and R wall panels and columns	LF	1500		-
Not Bidding	No Bid	#1-2	Repair single course thin wall panel	SF	200		-
Not Bidding	No Bid	#1-3	Repair single course thin wall column	SF	20		-
Not Bidding	No Bid	#1-4	Repair primary split face column	SF	20		-
Not Bidding	No Bid	#1-5	Repair Eddie Mann column	SF	20		-
Not Bidding	No Bid	#1-6	R&R Eddie Mann column	EA	2		-
Not Bidding	No Bid	#1-7	Repair Eddie Mann cast in place wall	SF	20		-
Not Bidding	No Bid	#1-8	Repair combo wall (split face)	SF	100		-
Not Bidding	No Bid	#1-9	Replace caps (precast)	EA	2		-
Not Bidding	No Bid	#1-10	Column insert (precast)	EA	1		-
Not Bidding	No Bid	#1-11	Repair Soldier skirt	LF	80		-
Not Bidding	No Bid	#1-12	Replace concrete lentil	EA	2		-
Not Bidding	No Bid	#1-13	Reset sign in sign wall	EA	1		-
Not Bidding	No Bid	#1-14	Replace sign in sign wall	EA	1		-
Basket Total							\$ 0.00

## Screening Wall (Stone)

Not Bidding	No Bid	#2-1	R and R stone wall panels and columns	LF	100		-
Not Bidding	No Bid	#2-2	Repair stone wall column	SF	20		-
Not Bidding	No Bid	#2-3	R&R stone wall columns	EA	1		-
Not Bidding	No Bid	#2-4	Repair stone wall panel (compression wall)	SF	96		-
Not Bidding	No Bid	#2-5	Repair stone King column	SF	24		-
Not Bidding	No Bid	#2-6	R&R stone King column	EA	1		-
Basket Total							\$ 0.00

## Retaining Wall

Not Bidding	No Bid	#3-1	Repair gravity wall	SF	72		-
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Not Bidding	No Bid	#3-2	R&R gravity wall	SF	100		-
Not Bidding	No Bid	#3-3	Repair stone veneer	EA	1		-
Not Bidding	No Bid	#3-4	Repair caststone key	EA	1		-
Not Bidding	No Bid	#3-5	repair cap	EA	2		-
Basket Total							\$ 0.00

#### Fence /Handrail

Not Bidding	No Bid	#4-1	Repair wrought iron fence panel	SF	60		-
Not Bidding	No Bid	#4-2	R&R wrought iron fence panel	EA	1		-
Not Bidding	No Bid	#4-3	Clean and paint wrought iron fence panel	SF	5		-
Not Bidding	No Bid	#4-4	Repair traffic rated handrail	LF	24		-
Not Bidding	No Bid	#4-5	R&R traffic rated handrail	LF	32		-
Basket Total							\$ 0.00

#### Additional Items

Not Bidding	No Bid	#5-1	Traffic Control	DAILY	7		-
Not Bidding	No Bid	#5-2	Install and remove temporary fence (Wood panel)	LF	72		-
Not Bidding	No Bid	#5-3	Site Restoration (To include block sodding where needed)	SY	10		-
Not Bidding	No Bid	#5-4	R and R 6' pier	EA	10		-
Not Bidding	No Bid	#5-5	Repair or replace grade footings or structures for walls	CY	8		-
Basket Total							\$ 0.00

Grand Total							\$ 0.00
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**CITY OF LEWISVILLE**  
**RFB #25-60-A**  
**ANNUAL CONTRACT FOR SCREENING AND RETAINING WALL MAINTENANCE**

The City of Lewisville is accepting competitive sealed bids to establish an annual contract for screening and retaining wall maintenance needed for City of Lewisville. The term of the contract will be twelve (12) months, with options to extend up to three (3) additional twelve (12) month periods, subject to the approval of the contractor and the City.

It is the City's intent to award two (2) contracts to establish a primary and secondary contractor. When services are required, the primary contractor will be contacted first to perform the maintenance. If the primary contractor is unable to respond to a service call when requested by the City, or if the estimate maintenance price is deemed by the City to be excessive, the secondary contractor will be notified. If the City is unable to secure the service from the secondary contractor, the City reserves the right to secure such services on the open market.

The pricing shall be submitted as **UNIT PRICE** per item and shall include, (but not limited to), materials, inspections, etcetera. The City reserves the right to add or remove locations as needed.

**GENERAL SPECIFICATIONS**

- Before work begins, a pre-construction meeting will be arranged wherein the contractor and representative(s) of the City will discuss procedures for the work to be completed.
- The contractor will provide, for City approval, the names of material vendors and the material they provide.
- The contractor is responsible for supplying all equipment, labor, material, supervision, and traffic control as required to successfully complete repairs/maintenance.
- The contractor shall designate a full-time superintendent who shall be always on the job site during the maintenance work. The City's representative will communicate only with the superintendent. The contractor may replace the designated superintendent after written notification to the City. The City may request replacement of designated superintendent after written notification to the contractor.
- The contractor hereby agrees to commence work within ten (10) working days of receipt of notice to proceed and complete the work on each group of repairs within a reasonable amount of time after receipt of the notice to proceed, subject to extensions of time as provided by general and special conditions.

- The City will be responsible for notifying the public of the agreed upon start date and scope of work at least seventy-two (72) hours prior to start of work.
- The contractor will provide a list of names and twenty-four (24) hour emergency phone numbers for all key personnel related to the project.
- Work hours shall be limited to the period between 7:00 A.M. to 5:00 P.M., Monday through Thursday, and 7:00 A.M. to 11:30 A.M. on Friday. The contractor will curtail any operation defined in an Ozone Action Day, issued by TCEQ. No excavation will be allowed on Fridays and no work will be allowed on Saturdays without permission pre-submitted via email or letter with approval from the City at least forty-eight (48) hours in advance. No work will be allowed on Sundays or holidays (listed below).

New Year's Day  
 Martin Luther King's Birthday  
 Memorial Day  
 Juneteenth  
 July Fourth  
 Labor Day  
 Thanksgiving  
 The day after Thanksgiving  
 Christmas Eve and Day

- A monthly pay request shall be submitted by the 25th of each month for payment of completed pay items. This pay request shall be itemized to reflect the completed quantities per bid item.
- Only items in the bid are pay items. The bid price shall cover all work required by the contract documents. All costs in connection with the proper and successful completion of work, including furnishing all materials, equipment, supplies, and appurtenances; providing equipment, tools, and performing all necessary labor and supervision to fully complete the work, shall be included in the unit and lump sum prices bid. All work not specifically set forth as a pay item in the bid shall be considered a subsidiary obligation of contractor and all costs in connection therewith shall be included in the prices bid.
- The City shall pay the contractor for completion of the work on a unit price work basis, in accordance with the contract documents based on actual measured quantities and unit prices stated in the bid. A measurement of completed quantities will be conducted prior to the submittal of each pay request. The contractor's field supervisor and the City's representative shall conduct this measurement.
- All excess excavated earth not required for backfilling shall be removed from the job site and disposed of in a satisfactory manner except in locations where, in the judgment of the

City and property owner, it can be neatly spread over the adjacent area. No stockpiling of material in the street will be allowed after work hours.

- The contractor shall remove all debris or deleterious material generated as part of this work. Proper disposal of these items is the sole responsibility of the contractor.
- The contractor will protect trees from damage in consultation with the direction of City of Lewisville staff.
- No material, which has been used for any temporary purpose, is to be incorporated in the permanent structure without written consent from the City.
- Delays associated with the delivery of materials will not be considered for any extension of contract time. It shall be the contractor's responsibility to ensure that all materials are delivered on time.
- All inlets within the project limits, and any that may be affected by runoff from the project, will be cleaned at the end of each project.
- The areas adjacent to maintenance shall be returned to their original condition. It is the responsibility of the contractor to repair any damaged landscaping, sprinkler systems, or other items that are affected by the maintenance. **Once the damage has been identified by either the contractor, the inspector, or the resident, the contractor will repair the damage within forty-eight (48) hours and verify with the customer that the system has been restored to its original condition. IT IS THE CONTRACTOR'S RESPONSIBILITY TO VERIFY THAT AN IRRIGATION SYSTEM HAS BEEN RETURNED TO ITS ORIGINAL CONDITION WITH THE RESIDENT, BUSINESS OWNER, ETC. If the condition of the irrigation system has not been verified, payment for that month may be withheld at the inspector's discretion. Any sod that must be installed due to the maintenance will be installed within fifteen (15) calendar days of completion of the repair or replacement.** The City, at the City's discretion, may provide and place sod material at the completion of projects. If the City places sod, this line item will not be paid to the contractor.

## TRAFFIC CONTROL

- The contractor shall provide warning signs, barricades, channelizing devices, and flagmen as needed to provide for the safety of the traveling public. Traffic control may include, but is not limited to, lane closures, detours, and road closures. A traffic control plan in conformance with the Revision 2 of the 2011 version of the *Texas Manual on Uniform Traffic Control Devices for Street and Highways* (TMUTCD) must be submitted for each street where work will be performed. Free-hand drawings will not be accepted.

- The contractor shall ensure that each person whose actions affect temporary traffic control work zone safety, from upper-level management through field personnel, has received training appropriate to the job decisions each individual is required to make concerning traffic control.
- All traffic control devices shall be used in accordance with the guidelines in the Revision 2 of the 2011 version of the TMUTCD.
- All barricades, plastic drums, vertical panels, and construction signing shall comply with the requirements of the current Texas Department of Transportation Barricading and Construction Standards sheets.
- No work will impede sidewalk usage without proper signage. Any repairs that affect sidewalk access will have ADA compliant barricades with “Sidewalk Closed – Use Other Side” signs at the beginning and end of the area affected. All sign placements shall comply with the most current revision of Federal and State ADA requirements standards. No signs will be allowed on the sidewalk outside of the closed area.
- Stop/Slow paddles will be used in all flagging operations.
- Flagging personnel must meet the qualifications as stated in Revision 2 of the 2011 version TMUTCD.
- No street shall be closed to traffic without written approval from the City.
- All construction signs shall be reflective and like new in appearance. The City may require signs be replaced which do not meet these requirements.
- Routine inspection of traffic control for each project is the responsibility of the contractor and shall be performed daily according to Revision 2 of the 2011 version of the TMUTCD. Traffic control inspections will be required on holidays, weekends, and non-workdays as well.
- Construction signs shall not be removed from the work zone until approved by the City.

#### **TEMPORARY CONSTRUCTION WATER METER**

The contractor shall contact Public Services, Street Division, for required paperwork. Upon receiving paperwork, the contractor shall make the required deposit with Customer Service, who will then inform Public Services that a temporary water meter is ready to be installed where indicated on the paperwork. Contractor is responsible for paying the temporary meter deposit and all water usage required for this project. Deposit will be reimbursed when the meter is returned.



## **CONSTRUCTION PLANS**

There are no construction plans for this project. **All walls will be repaired identical to what is existing. For specifications see Attachment A, Attachment B, Attachment C, Attachment D, and Attachment E.** The contractor shall be responsible for proper drainage of each project.

## **SEDIMENT CONTROL**

All inlets affected by the project will have sediment covers placed over openings and be maintained as required. Residue left from sawing will be removed. Any material piles left on the job site overnight will have containment around them.

## **EQUIPMENT LEFT ON JOBSITE**

All equipment left on the jobsite overnight shall be located within the lane closure and safely barricaded. If the lane closure is not large enough to safely accommodate the equipment, it will not be allowed to be left in the street. **All equipment will be required to carry fire extinguishers in case of emergency.**

## **WARRANTY/BONDS**

All work performed under this contract for the City of Lewisville shall be warranted for a period of two (2) years. If within two years after acceptance of work, any of the work is found to be defective or not in accordance with the contract documents, the contractor shall correct it promptly after receipt of notice from the City.

A payment, performance, and two (2) year performance maintenance bond shall be required with this contract. It shall be made out for the total amount of the contract, and enforceable for two (2) years from final acceptance of the project.

## **PROJECT LOCATIONS**

Projects will be located throughout the city limits of Lewisville, **see Attachment F for reference.**

## **INSURANCE**

Insurance shall be supplied by the awarded contractor within ten (10) days of notification of award, as detailed in the Purchasing Required Documents of this bid. Insurance must be approved by the City prior to the commencement of work and shall remain in effect throughout the entire duration of this project. Please note Explosion, Collapse, and Underground (XCU) coverage will be required for this contract.

## **REQUEST FOR BIDS**

Bids are to be submitted based on the specifications contained herein. Alternate bids will also be considered, provided the alternatives are clearly explained. All deviations from the specifications must be clearly identified and explained.

No telephone, email, or fax bids will be accepted. Bids may be accepted if delivered in person or by U.S. Postal Service, Federal Express, UPS, etc. or uploaded to Bonfire. The City is not

responsible for missing, lost, or late delivery. Any RFB responses received after the time set for opening will be returned to the bidder unopened.

The preparation of the bid will be at the total expense of the bidder. There is no expressed or implied obligation for the City of Lewisville to reimburse responding bidders for any expense incurred in the preparation of bids in response to this request.

The City reserves the right to reject all bids, to consider alternatives, to waive any formalities and irregularities, and to re-solicit bids. In addition, during the evaluation period, the City may, where it may serve the City's best interest, request additional information or clarifications from bidders, or allow corrections of errors or omissions.

Each bidder shall guarantee and honor its response to these specifications for a period of forty-five (45) days, or until the City enters a contract with one of the bidders, whichever occurs first.

The RFB will be available to interested parties on Bonfire or may be picked up in person at the Purchasing office.

**All questions pertaining to this bid must be submitted in writing via Bonfire.**

Bids may be uploaded to Bonfire or delivered to the City of Lewisville Purchasing Division Office at the address, in a sealed envelope or box, clearly marked:

**RFB: #25-60-A SCREENING AND RETAINING WALL MAINTENANCE**

**Delivery address:**

City of Lewisville  
Finance Administration – Purchasing Division  
Attn: Nicole Haney, Buyer  
151 W. Church Street  
Lewisville, TX 75057

**PRE-BID**

**A pre-bid conference will be held at the date and time specified on Bonfire.** While attendance of the pre-bid conference is not mandatory, it is recommended due to the nature of the project.

**MISCELLANEOUS**

All forms requiring either a signature or information to be filled in are to be returned with your bid. In addition, the language contained in the attached form entitled Purchase Order Terms and Conditions is made part of this request for bid through reference herein.

**CITY OF LEWISVILLE  
PURCHASING DIVISION**

**INSTRUCTIONS TO BIDDERS**

**INSTRUCTIONS:** These instructions apply to all bids and become a part of the terms and conditions of any bid submitted.

**BIDS** must not be faxed, but are to be submitted to the City in one of the following manners:

- A. **Electronic Receipt:** Bidders are encouraged to submit bids to the City through Bonfire. The City is a member of this electronic bidding platform and the submittal of bids to the City is at no cost to the bidder. The internet site is [www.gobonfire.com](http://www.gobonfire.com).

**or**

- B. **Paper Bid Receipt:** Paper bids may be submitted to the City. Bidders are to submit the original and one PDF copy of the bid on a flash drive in a sealed envelope to the Purchasing Division prior to response due date/time. The sealed envelope is to be marked on the outside with the bidder's name, address, the bid invitation number, and closing date recorded on the bottom left corner of the envelope.

Address to:

City of Lewisville  
Finance Administration - Purchasing Division  
151 W. Church St.  
Lewisville, Texas 75057

Sealed bids must be submitted in sufficient time as to be received and time stamped at the above location on or before the published bid date and time shown on the bid invitation. Bids received after submission deadline shall be returned unopened and will be considered void and unacceptable. The City of Lewisville is not responsible for lateness of mail carrier, etc.

**BID:** The bidder should quote its lowest and best price, F.O.B. destination on each item bid. If delivery and shipping quantities affect unit bid price, multiple bids may be made so as to indicate "price break" quantities in order for the City to determine maximum economic benefits. Pricing for paper bids shall be entered on the Bid Sheet in ink or typewritten. Totals shall be entered in the "Total Price" column of the Bid Sheet. In all cases of discrepancy between unit price and extended price, the unit price will be presumed to be correct.

**MAKE-MODEL** Items must be the best and latest model available of the type specified. If the bid invitation indicates a specific brand of product, the brand listed is deemed to be descriptive and not restrictive and is used to indicate the type and quality level desired for comparison purposes. Bidders may offer an approved equal to the brand listed, unless otherwise noted. The City shall make the final determination as to the brand offered being an approved equal to the brand listed. A Complete catalog or brochure showing in detail the item offered must accompany the bid.

**SPLIT-AWARD:** Bidders may furnish pricing for all or any portion of the bid invitation. Unless the bidder specifies otherwise in his bid, the City may award the contract for any item or group of items shown on the bid invitation.

**BID FORMS:** Bids submitted on other than City forms, whether electronic or paper, or with different terms or provisions may not be considered as responsive bids.

Bids must be held firm for ninety (90) days to allow for evaluation unless otherwise noted in the bid document.

**F.O.B./DAMAGE:** Quotations shall be bid F.O.B. Inside Delivery, Municipal Facility, Lewisville, Texas, and shall include all delivery and packaging costs. The City of Lewisville assumes no liability for goods delivered in damaged or unacceptable condition. The successful bidder shall handle all claims with carriers, and in case of damaged goods, shall ship replacement goods immediately upon notification by the City of damage.

**INVOICES:** Invoices must be submitted by the successful bidder in duplicate to the City of Lewisville Accounts Payable, P O Box 299002, Lewisville, TX 75029-9002 or may be emailed to: [accountspayable\\_col@cityoflewisville.com](mailto:accountspayable_col@cityoflewisville.com).

**TAXES:** The City of Lewisville is exempt from Federal Manufacturer's Excise, and State Sales taxes. TAX MUST NOT BE INCLUDED IN BID. Tax exemption certificates will be executed by the City and furnished upon request.

**PRICING:** Bids should be firm. If the bidder, however, believes it necessary to base its price on price adjustment, such a bid may be considered, but only as an alternate bid.

**PAYMENT TERMS:** Payment terms are net 30 days after the goods are provided or services are completed, as required, or a correct invoice is received, whichever is later.

**DELIVERY PROMISE - PENALTIES:** Bids MUST show the number of calendar days required to place the materials in the possession of the City. DO NOT quote shipping dates. Consistent failure of a bidder to meet his delivery promises without valid reason may be cause for removal from the Bidder's List. When Delivery delays can be foreseen, the bidder shall give prior notice to the Purchasing Division which shall have the right to extend the delivery due date if reasons for delay appear acceptable. Default in promised delivery, without acceptable reasons, or failure to meet specifications, authorizes the Purchasing Division to purchase the goods elsewhere, and charge any increase in cost and handling to the defaulting bidder.

**PACKAGING:** Unless otherwise indicated, items will be new, unused, and in first class condition in containers suitable for damage-free delivery and storage.

**CORRESPONDENCE:** The bid number must appear on ALL correspondence, inquiries, etc. pertaining to the bid.

**DELIVERY TIMES:** Deliveries will be acceptable only during normal working hours at the designated City Municipal Facility.

**PATENT RIGHTS:** The Vendor agrees to indemnify and hold the City harmless from any and all claims involving patent right infringement or copyrights on goods supplied.

**EVALUATION:** Response to the specification in this bid is of primary importance in determining the lowest responsible bid.

**BID AWARD:** Bids will be awarded either on Lowest Responsible Bid or Best Value. The Criteria used to determine Best Value is as follows:

- Purchase Price
- The reputation of the bidder and of the bidder's goods and service
- The quality of the bidder's goods or services
- The extent to which the goods or services meet the municipality's needs.
- The bidder's past relationship with the municipality.
- The impact on the ability of the city to comply with laws and rules relating to contracting with historically underutilized businesses and non-profit organizations employing persons with disabilities.

The total long-term cost to the city to acquire the bidders good or services (Life Cycle Costing).

Any other relevant factors that a private business would consider in selecting a bidder.

**FUNDING:** The City of Lewisville is a home-rule municipal government operated and funded on an October 1 to September 30 Fiscal Year; accordingly, the City reserves the right to terminate, without liability to the City any contract for which funding is not available.

**RESERVATIONS:** The City expressly reserves the right to:

- A. Waive as an informality, minor deviations from specifications.
- B. Waive any defect, irregularity or informality in any bid or bidding procedure.
- C. Reject or cancel any or all bids.
- D. Reissue a bid invitation.
- E. Extend the bid opening time and date.
- F. Procure any item by other means.
- G. Increase or decrease the quantity specified in the bid invitation, unless the Bidder specifies otherwise.
- H. Consider and accept an alternate bid as provided herein when most advantageous
- I. to the City.

**ASSIGNMENT:** The successful bidder shall not sell, assign, transfer or convey this contract in whole or in part, without the prior written consent of the City.

**AUDIT:** The City of Lewisville reserves the right to audit the records and performance of the successful bidder during the term of the contract and for three years after the contract is completed.

**PROTESTS:** All protests regarding the bid solicitation process must be submitted in writing to the City Purchasing Manager within five (5) working days following the opening of bids. This includes all protests relating to advertising of bid notices, deadlines, bid opening, and all other related procedures under the Local Government Code, as well as any protests relating to alleged improprieties with the bidding process.

This limitation does not include protests relating to staff recommendations as to award of this bid. Protests relating to staff recommendations may be directed to the City Council by contacting the City Secretary.

Failure to Protest within the time allotted shall constitute a waiver of any protest.

**ALTERING BIDS:** Bid cannot be altered or amended after submission deadline. Any interlineation, or alteration made before opening time for sealed bids must be initialed by the signer of the bid, guaranteeing authenticity.

**CHANGE ORDERS:** No oral statement of any person shall modify or otherwise change, or affect the terms, conditions or specifications stated in the resulting contract. All change orders to the contract will be made in writing by the City of Lewisville.

**ADDENDA:** Any interpretations, corrections or changes to this Invitation for Bid and Specifications will be made by ADDENDA. Sole authority to issue addenda shall be vested in the City of Lewisville. Bidders shall acknowledge receipt of all addenda on bid form.

**MINIMUM STANDARDS FOR RESPONSIBLE PROSPECTIVE BIDDERS:** A prospective bidder must affirmatively demonstrate bidder's responsibility. A prospective bidder must meet the following requirements:

- Have adequate financial resources, or the ability to obtain such resources as required;
- Be able to comply with the required or proposed delivery schedule;
- Have a satisfactory record of performance;
- Have a satisfactory record of integrity and ethics;
- Be otherwise qualified and eligible to receive an award; and
- The City of Lewisville may request representation and other information sufficient to determine bidder's ability to meet these minimum standards listed above.

**BIDDER SHALL PROVIDE** with this bid response, all documentation required. Failure to provide this information may result in rejection of bid.

**SUCCESSFUL BIDDER SHALL** defend, indemnify and save harmless the City of Lewisville and all its officers, agents and employees and all entities, their officers, agents and employees who are participating in this contract from all suits, actions, or other claims of any character,

name and description brought for or on account of any injuries or damages received or sustained by any person, persons, or property on account of any negligent act or fault of the successful bidder, or of any agent, employee, subcontractor or supplier in the execution of, or performance under, any contract which may result from bid award. Successful bidder shall pay any judgment with cost which may be obtained against the City of Lewisville and participating entities growing out of such injury or damages.

**TERMINATION FOR DEFAULT:** The City of Lewisville reserves the right to enforce the performance of this contract in any manner prescribed by law or deemed to be in the best interest of the City in the event of breach or default of this contract. The City reserves the right to terminate the contract immediately in the event the successful bidder fails to 1) meet delivery schedules, or 2) otherwise perform in accordance with these specifications. Breach of contract or default authorizes the City to award to another bidder. Purchase elsewhere and charge the full increase in cost and handling to the defaulting successful bidder.

**TESTING:** Testing may be performed at the request of the City without expense to the City.

**REMEDIES:** The successful bidder and City of Lewisville agree that each party have all rights, duties, and remedies available as stated in the Uniform Commercial Code.

**VENUE:** This agreement will be governed and construed according to the laws of the State of Texas. This agreement is performable in Denton County, Texas.

**SILENCE OF SPECIFICATION:** The apparent silence of these specifications as to any detail or to the omission from it of a detailed description concerning any point shall be regarded as meaning that only the best commercial products and practices are to prevail. All interpretations of the specifications in this bid shall be made on the basis of this statement.

**DEVIATIONS** from specifications and alternate bids must be clearly shown on the bid form with complete information attached to form. They may or may not be considered.

**NO EMPLOYEE** of the City of Lewisville who has a financial interest in a prospective vendor shall participate in submitting a bid or proposal to conduct work for the City.

**NO EMPLOYEE** of the City of Lewisville shall receive any compensation for or as a result of a contract for goods or services purchased by the City if that employee was in a position to influence the City with respect to the contract.

**ELIGIBLE BIDDER:** Bidders are limited to those persons or firms who are qualified and engaged in a full-time business and can assume liabilities for any performance or warranty service required.

**REJECTED ITEM(S):** Item(s) that are rejected for failure to meet prescribed minimum specifications shall be returned to the supplier at no cost to the City of Lewisville.

**INDEMNITY:** The City of Lewisville will not accept a contract that contains any provision causing the City of Lewisville to indemnify the vendor for any reason.

**VENDOR AGREEMENT:** Any vendor agreements (service, maintenance, etc.) to be signed by the City of Lewisville must be submitted with your bid.



## EXHIBIT A

### PURCHASE ORDER TERMS & CONDITIONS

**Seller and Buyer agree to comply with the following terms and conditions. These Terms and Conditions along with the purchase order shall constitute a contract between the Seller and Buyer upon the Seller issuing an invoice and/or providing any of the goods and services described in the purchase order. In the event of a conflict between these Terms and Conditions and a separate written agreement between the Seller and Buyer, the terms of the separate written agreement shall prevail.**

1. SELLER TO PACKAGE GOODS: Seller will package goods in accordance with good commercial practice. Each shipping container shall be clearly and permanently packed as follows: (a) Seller's name and address; (b) Consignee's name, address and purchase order or purchase order release number and the supply agreement number if applicable; (c) Container number and total number of containers, e.g. box 1 of 4 boxes; and (d) the number of the container bearing the packing slip. Seller shall bear cost of packaging unless otherwise provided. Goods shall be suitably packed to secure lowest transportation costs and to conform with requirements of common carriers and any applicable specifications. Buyer's count or weight shall be final and conclusive on shipments not accompanied by packing lists.

2. SHIPMENT UNDER RESERVATION PROHIBITED: Seller is not authorized to ship the goods under reservation and no tender of a bill of lading will operate as a tender of goods.

3. TITLE AND RISK OF LOSS: The title and risk of loss of the goods shall not pass to Buyer until Buyer actually receives and takes possession of the goods at the point or points of delivery.

4. DELIVERY TERMS AND TRANSPORTATION CHARGES: F.O.B. Inside Delivery, Municipal Facility, Lewisville, Texas, and shall include all delivery and packaging costs. The Buyer assumes no liability for goods delivered in damaged or unacceptable condition. The Seller shall handle all claims with carriers, and in case of damaged goods, shall ship replacement goods immediately upon notification by Seller of damage.

5. NO REPLACEMENT OF DEFECTIVE TENDER: Every tender or delivery of goods must fully comply with all provisions of this contract as to time of delivery, quality and the like. If a tender is made which does not fully conform, this shall constitute a breach and Seller shall not have the right to substitute a conforming tender provided, where the time for performance has not yet expired, the Seller may notify Buyer of his intention to cure and may then make a conforming tender within the contract time but not afterward.

6. PLACE OF DELIVERY: The place of delivery shall be that set forth on the purchase order. Any change thereto shall be effected by modification as provided for in Clause 20, "Modifications", hereof. The terms of this contract are "no arrival, no sale".

7. INVOICES AND PAYMENTS: (a) Seller shall submit separate invoices on each purchase order after each delivery. Invoices shall indicate the purchase order number, shall be itemized and transportation charges, if any, shall be listed separately. A copy of the bill of lading, and the freight weigh bill when applicable, should be attached to the invoice. Mail to: City of Lewisville Accounts Payable, PO Box 299002 Lewisville, Texas 75029-9002. Payments shall be made thirty days after the goods are delivered to the Buyer, or a correct invoice is received, whichever is later. Suppliers should keep the Accounts Payable Office advised of any changes in remittance addresses. (b) Buyer's obligation is payable only and solely from funds available for the purpose of the purchase. Lack of funds shall render this contract null and void to the extent funds are not available and any delivered but unpaid for goods will be returned to Seller by Buyer. (c) Do not include Federal Excise, State or City Sales Tax. Buyer shall furnish tax exemption certificate, if required.

8. GRATUITIES: The Buyer may, by written notice to the Seller, cancel this contract without liability to Seller if it is determined by Buyer that gratuities, in the form of entertainment, gifts, or otherwise, were offered or given by the Seller, or any agent, or representative of the Seller, to any officer or employee of the City of Lewisville with a view toward securing a contract or securing favorable treatment with respect to the awarding or amending or the making or any determinations with respect to the performing of such a contract. In the event this contract is cancelled by Buyer pursuant to this provision, Buyer shall be entitled, in addition to any other rights and remedies, to recover or withhold the amount of the cost incurred by Seller in providing such gratuities.

9. SPECIAL TOOLS AND TEST EQUIPMENT: If the price stated on the face hereof includes the cost of any special tooling or special test equipment fabricated or required by Seller for the purpose of filling this order, such special tooling equipment and any process sheets related thereto shall become the property of the Buyer and to the extent feasible shall be identified by the Seller as such.

10. WARRANTY PRICE: (a) The price to be paid by the Buyer shall be that contained in Seller's bid which Seller warrants to be no higher than Seller's current prices on orders by others for products of the kind and specification covered by this contract for similar quantities under similar or like conditions and methods of purchase. In the event Seller breaches this warranty, the prices of the items shall be reduced to the Seller's current prices on orders by others, or in the alternative, Buyer may cancel this contract without liability to Seller for breach or Seller's actual expense. (b) The Seller warrants that no person or selling agency has been employed or retained to solicit or secure this contract upon an agreement or understanding for commission, percentage, brokerage, or contingent fee excepting bona fide employees of bona fide established commercial or selling agencies maintained by the Seller for the purpose of securing business. For breach of violation of this warranty, the Buyer shall have the right in addition to any other right or rights to cancel this contract without liability and to deduct from the contract price, or otherwise recover the full amount of such commission, percentage, brokerage or contingent fee.

11. WARRANTY PRODUCTS: Seller shall not limit or exclude any implied warranties and any attempt to do so shall render this contract voidable at the option of the Buyer. Seller warrants that the goods furnished will conform to the specifications, drawings and descriptions listed in the bid invitation and to the sample(s) furnished by Seller, if any. In the event of a conflict between the specifications, drawings and descriptions, the specifications shall govern.

12. SAFETY WARRANTY: Seller warrants that the product sold to Buyer shall conform to the standards promulgated by the U. S. Department of Labor under the Occupational Safety and Health Act of 1970. In the event the product does not conform to OSHA standards, Buyer may return the product for correction or replacement at the Seller's expense. In the event Seller fails to make the appropriate correction within a reasonable time, correction made by Buyer will be at Seller's expense.

13. NO WARRANTY BY BUYER AGAINST INFRINGEMENTS: As part of this contract for sale Seller agrees to ascertain whether goods manufactured in accordance with the specifications attached to this contract will give rise to the rightful claim of any third person by way of infringement or the like. Buyer makes no warranty that the production of goods according to the specification will not give rise to such a claim, and in no event shall Buyer be liable to Seller for indemnification in the event that Seller is sued on the grounds of infringement or the like. If seller is of the opinion that an infringement or the like will result, he will notify Buyer to this effect in writing within two weeks after the signing of this contract. If Buyer does not receive notice and is subsequently held liable for the infringement of the like, Seller will save Buyer harmless. If Seller in good faith ascertains that production of the goods in accordance with the specifications will result in infringement or the like, this contract shall be null and void except that Buyer will pay Seller the reasonable cost of his search as to infringements.

14. RIGHT OF INSPECTION: Buyer shall have the right to inspect the goods at delivery before accepting them.

15. CANCELLATION: Buyer shall have the right to cancel for default all or any part of the undelivered portion of this order if Seller breaches any of the terms hereof including warranties of Seller or if the Seller becomes insolvent or commits acts of bankruptcy. Such right of cancellation is in addition to and not in lieu of any other remedies which Buyer may have in law or equity.

16. TERMINATION: The performance of work under this order may be terminated in whole or in part by the Buyer in accordance with this provision. Termination of work hereunder shall be effected by the delivery to the Seller of a "Notice of Termination" specifying the extent to which performance of work under the order is terminated and the date upon which such termination becomes effective. Such right of termination is in addition to and not in lieu of rights of Buyer set forth in Clause 15, herein.

17. FORCE MAJEURE: If by reason of Force Majeure, either party hereto shall be rendered unable wholly or in part to carry out its obligations under this contract then such party shall give notice and full particulars of Force Majeure in writing to the other party within a reasonable time after occurrence of the event or cause relied upon, and the

obligation of the party giving such notice, so far as it is affected by such Force Majeure, shall be suspended during the continuance of the inability then claimed, except as hereinafter provided, but for no longer period, and such party shall endeavor to remove or overcome such inability with all reasonable dispatch. The term Force Majeure as employed herein, shall mean acts of God, strikes, lockouts, or other industrial disturbances, act of public enemy, orders of any kind of government of the United States or the State of Texas or any civil military authority, insurrections, riots, epidemics, landslides, lightning, earthquakes, fires, hurricanes, storms, floods, washouts, droughts, arrests, restraint of government and people, civil disturbances, explosions, breakage or accidents to machinery, pipelines or canals, or other causes not reasonably within the control of the party claiming such inability.

18.ASSIGNMENT DELEGATION: No right or interest in this contract shall be assigned or delegation of any obligation made by Seller without the written permission of the Buyer. Any attempted assignment or delegation by Seller shall be wholly void and totally ineffective for all purposes unless made in conformity with this paragraph.

19.WAIVER: No claim or right arising out of a breach of this contract can be discharged in whole or in part by a waiver or renunciation of the claim or right unless the waiver or renunciation is supported by consideration and is in writing signed by the aggrieved.

20.MODIFICATIONS: This contract may be modified or rescinded only by a writing signed by both of the parties or their duly authorized agents. This shall include any change orders.

21.INTERPRETATION PAROLE EVIDENCE: This writing is intended by the parties as a final expression of their agreement and is intended also as a complete and exclusive statement of the terms of their agreement. No course of prior dealings between the parties and no usage of the trade shall be relevant to supplement or explain any term used in this contract. Acceptance or acquiescence in a course of performance rendered under this contract shall not be relevant to determine the meaning of this contract even though the accepting or acquiescing party has knowledge of the performance and opportunity for objection. Whenever a term defined by the Uniform Commercial Code is used in this contract, the definition contained in the Code is to control.

22.APPLICABLE LAW: This contract shall be governed by the Uniform Commercial Code. Wherever the term "Uniform Commercial Code" is used, it shall be construed as meaning the Uniform Commercial Code as adopted in the State of Texas as effective and in force on the date of this contract.

23.ADVERTISING: Seller shall not advertise or publish, without Buyer's prior consent, the fact that Buyer has entered into this contract, except to the extent necessary to comply with proper requests for information from an authorized representative of the federal, state or local government.

24.RIGHT TO ASSURANCE: Whenever one party to this contract in good faith has reason to question the other party's intent to perform he may demand that the other party give written assurance of his intent to perform. In the event that a demand is made and no assurance is given within five (5) days, the demanding party may treat this failure as an anticipatory repudiation of the contract.

25.VENUE: Both parties agree that venue for any litigation arising from this contract shall lie in Denton County, Texas.

26.DISCLOSURE: Pursuant to Chapter 176 of the Texas Local Government Code, a person or agent of a person who contracts or seeks to contract with the City of Lewisville must complete a conflict of interest questionnaire if the person or agent has an affiliation or business relationship that might cause a conflict of interest with the City. The conflict of interest questionnaire, which is available online at <http://ethics.ci.lewisville.tx.us>, must be filed with the City Secretary of the City of Lewisville no later than the seventh business day after the person or agent begins contract discussions or negotiations with the City of Lewisville or submits to the City of Lewisville an application, response to a request for proposal or bid, correspondence, or another writing related to a potential agreement with the City of Lewisville. An updated conflict of interest questionnaire must be filed in accordance with Chapter 176 of the Local Government Code

Seller should consult with legal counsel if you have questions regarding its compliance with the requirements of Chapter 176. It is the responsibility of each person or agent who is contracting or seeking to contract with the City of Lewisville to comply with the filing requirements of Chapter 176.

27. INDEPENDENT CONTRACTOR: Seller shall be considered an independent contractor and not an agent, servant, employee, or representative of Buyer in the performance of the work. No term or provision herein or act of the Seller shall be construed as changing that status.

28. TERMINATION FOR DEFAULT: Buyer reserves the right to enforce the performance of any Purchase Order in any manner prescribed by law or deemed to be in the best interest of Buyer in the event of breach or default. The Buyer reserves the right to terminate any purchase order and/or agreement with the Seller in the event the Seller fails to: (a) meet delivery schedules, or (b) otherwise perform in accordance with these terms and conditions.

29. PROTESTS: All protests regarding the solicitation process must be submitted in written form to the Purchasing Manager within five (5) working days following the opening of bids/proposals. This includes all protests relating to legal advertisements, deadlines, bid/proposal openings, and all other related procedures under the Local Government Code

Post-award protests must be submitted in written form to the City Manager within five (5) working days after award. The protest must include, at a minimum, the name of protester, bid/proposal number or description of goods or services, and a statement of grounds for protest.

**30. INDEMNIFICATION: SELLER AGREES TO DEFEND, INDEMNIFY AND HOLD BUYER, ITS OFFICERS, AGENTS AND EMPLOYEES, HARMLESS AGAINST ANY AND ALL CLAIMS, LAWSUITS, JUDGMENTS, COSTS AND EXPENSES FOR PERSONAL INJURY (INCLUDING DEATH), PROPERTY DAMAGE OR OTHER HARM FOR WHICH RECOVERY OF DAMAGES IS SOUGHT, SUFFERED BY ANY PERSON OR PERSONS, THAT MAY ARISE OUT OF OR BE OCCASIONED BY SELLER'S BREACH OF ANY OF THESE TERMS AND CONDITIONS OR BY ANY NEGLIGENT OR STRICTLY LIABLE ACT OR OMISSION, INTENTIONAL TORT, INTELLECTUAL PROPERTY INFRINGEMENT, OR FAILURE TO PAY A SUBCONTRACTOR OR SUPPLIER COMMITTED BY SELLER, ITS OFFICERS, AGENTS, EMPLOYEES OR SUBCONTRACTORS, IN THE PERFORMANCE OF THIS CONTRACT; EXCEPT THAT THE INDEMNITY PROVIDED FOR IN THIS PARAGRAPH SHALL NOT APPLY TO ANY LIABILITY RESULTING FROM THE SOLE NEGLIGENCE OR FAULT OF BUYER, ITS OFFICERS, AGENTS, EMPLOYEES OR SEPARATE CONTRACTORS, AND IN THE EVENT OF JOINT AND CONCURRING NEGLIGENCE OR FAULT OF THE SELLER AND BUYER, RESPONSIBILITY AND INDEMNITY, IF ANY, SHALL BE APPORTIONED IN ACCORDANCE WITH THE LAW OF THE STATE OF TEXAS, WITHOUT WAIVING ANY GOVERNMENTAL IMMUNITY AVAILABLE TO BUYER UNDER TEXAS LAW AND WITHOUT WAIVING ANY DEFENSES OF THE PARTIES UNDER TEXAS LAW. THE PROVISIONS OF THIS PARAGRAPH ARE SOLELY FOR THE BENEFIT OF THE PARTIES HERETO AND NOT INTENDED TO CREATE OR GRANT ANY RIGHTS, CONTRACTUAL OR OTHERWISE, TO ANY OTHER PERSON OR ENTITY.**

31. SEVERABILITY: In case any one or more of the provisions contained in these Terms and Conditions shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision thereof, and these Terms and Conditions shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein.

32. IMMIGRATION REFORM AND CONTROL ACT (8 U.S.C 1324a): The Buyer supports the Immigration Reform and Control Act (IRCA), which is a comprehensive scheme prohibiting the employment of unauthorized aliens in the United States. The Seller and its subcontractors shall at all times during the term of the contract with the Buyer comply with the requirements of IRCA and shall notify the Buyer within fifteen (15) working days of receiving notice of a violation of IRCA. The Seller also warrants that it has not had an IRCA violation within the last five (5) years. The Buyer may terminate a contract with the Seller if the Buyer determines that (a) the Seller or its subcontractors have been untruthful regarding IRCA violations in the preceding five (5) years or (b) the Seller or its subcontractors fail to timely notify the Buyer of an IRCA violation.

33. ADA COMPLIANCE: All goods and services provided to the Buyer must be compliant with the Americans with Disabilities Act and any amendments thereto (the "ADA") and all regulations promulgated pursuant to the ADA. Seller will be required to certify compliance, if required under the law or otherwise required by the Buyer.

34. PROTECTION OF RESIDENT WORKERS: The Buyer actively supports the Immigration and Nationality Act (INA), which includes provisions addressing employment eligibility, employment verification, and nondiscrimination. Under the INA, employers may hire only persons who may legally work in the United States (i.e., citizens and nationals of the U.S.) and aliens authorized to work in the U.S. The employer must verify the identity and employment eligibility of anyone to be hired, which includes completing the Employment Eligibility Verification Form (I-9). The Seller shall establish appropriate procedures and controls so no services under the contract will be performed by any worker who is not legally eligible to perform such services or employment. The Buyer reserves the right to audit Seller's employment records to verify the existence of a completed Employment Eligibility Verification Form (I-9) for every worker performing services under the contract. The audit will be at the Buyer's expense.

35. TEXAS GOVERNMENT CODE CHAPTER 2252. Pursuant to Texas Government Code Chapter 2252, Subchapter F, Consultant affirms, by entering into this Agreement, that it is not identified on a list created by the Texas Comptroller of Public Accounts as a company known to have contracts with or provide supplies or services to Iran, Sudan, or a foreign terrorist organization.

36. TEXAS GOVERNMENT CODE CHAPTER 2271. Pursuant to Texas Government Code Chapter 2271, Consultant affirms that execution of this Agreement serves as written verification that Consultant: (1) does not boycott Israel, as defined by Texas Government Code Section 808.001; and (2) will not boycott Israel during the term of the Agreement. This section shall not apply if Consultant employs fewer than ten (10) full-time employees, or if the funds to be paid wholly or partly from public funds of the City under this Agreement are less than \$100,000.00.

37. TEXAS GOVERNMENT CODE CHAPTER 2274. Pursuant to Texas Government Code Chapter 2274, Consultant verifies the following:

- A. Consultant: (1) does not boycott energy companies, as defined by Texas Government Code Section 809.001; and (2) will not boycott energy companies during the term of this Agreement.
- B. Consultant: (1) 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 that chapter; and (ii) will not discriminate during the term of this Agreement against a firearm entity or firearm trade association.

This section shall not apply if Consultant employs fewer than ten (10) full-time employees, if the funds to be paid wholly or partly from public funds of the City under this Agreement are less than \$100,000.00, or if this Agreement is otherwise exempted from the requirements of Texas Government Code Chapter 2274.

**CITY OF LEWISVILLE  
PURCHASING DIVISION**

**ADDITIONAL TERMS**

**ANTI-LOBBYING PROVISION**

During the period between proposal / sealed bid submission date and the contract award, proposers, including their agents and representatives, shall not directly discuss or promote their proposal with any member of the City of Lewisville City Council or City staff except during City-Sponsored inquiries, briefings, interviews, or presentations, unless requested by the City.

This provision is not meant to preclude offerors from discussing other matters with City Council members or City staff. This policy is intended to create a level playing field for all potential offerors, assure that contract decisions are made in public, and to protect the integrity of the RFP / Bid Evaluation process. Violation of this provision may result in rejection of the offeror's proposal.

**LAWS AND ORDINANCES**

Laws and Ordinances: The Contractor shall always observe and comply with all Federal, State and local laws, ordinances and regulations which in any manner affect the Contract or the work and shall indemnify and save harmless the City against any claim arising from the violation of any such laws, ordinances and regulations whether by the Contractor or his employees.

**PROTECTION OF RESIDENT WORKERS**

Protection of Resident Workers: The City of Lewisville actively supports the Immigration and Nationality Act (INA) which includes provisions addressing employment eligibility, employment verification, and nondiscrimination. Under the INA, employers may hire only persons who may legally work in the United States (i.e., citizens and nationals of the U.S.) and aliens authorized to work in the U.S. The employer must verify the identity and employment eligibility of anyone to be hired, which includes completing the Employment Eligibility Verification Form (I-9). The Contractor and its Subcontractors shall establish appropriate procedures and controls so no services or products under the Contract Documents will be performed or manufactured by any worker who is not legally eligible to perform such services or employment. The City reserves the right to audit Contractor's or Subcontractor's employment records to verify the existence of a completed Employment Eligibility Verification Form (I-9) for every worker performing services or manufacturing products under the Contract Documents. The audit will be at the City's expense.

**IMMIGRATION REFORM AND CONTROL ACT**

Immigration Reform and Control Act (8 U.S.C. §1324a): The City of Lewisville supports the Immigration Reform and Control Act (IRCA) which is a comprehensive scheme prohibiting the employment of unauthorized aliens in the United States. The Contractor shall submit a declaration signed under penalty of perjury of the laws of the State of Texas stating that it has not been found in violation of IRCA by the United States Attorney General or Secretary of Homeland Security in the preceding five (5) years. The Contractor shall ensure that its Subcontractors submit a declaration signed under penalty of perjury of the laws of the State of

Texas stating that they have not been found in violation of IRCA by the United States Attorney General or Secretary of Homeland Security in the preceding five (5) years. The Contractor and its Subcontractors shall at all times during the term of the contract with the City comply with the requirements of IRCA and shall notify the City within fifteen (15) working days of receiving notice of a violation of IRCA. The City may terminate a contract with the Contractor if the City determines that (a) the Contractor or its Subcontractors have been untruthful regarding IRCA violations in the preceding five (5) years; (b) if the Contractor fails to ensure that its Subcontractors submit the aforementioned declaration; or (c) the Contractor or its Subcontractors fail to timely notify the City of an IRCA violation.

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Contractor Name

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Authorized Signature

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Date

**CITY OF LEWISVILLE  
PURCHASING DIVISION**

**ANNUAL CONTRACT STANDARD PROVISIONS**

Contractor and the City of Lewisville agree as follows:

1. **TERM:** The term of this annual contract is twelve-months, with the option to extend for up to three (3) additional twelve-month periods, subject to the approval of the Contractor and the City Manager, or his designee.
2. **TRANSITION TERM:** Upon the expiration of the Initial Term or any subsequent Renewal Term, the Contractor shall continue performance under this Agreement until the City has a new contract in place with either the Contractor or another provider or until the City terminates the Agreement. In no event shall this transition term exceed ninety (90) calendar days unless the City and the Contractor mutually agree otherwise in writing. The City will pay Contractor for all Services rendered in compliance with this Agreement during this transition term. If Services rendered during this transition term are not, in the City's judgment, in compliance with the requirements of this Agreement, no payment will be owed.
3. **DESCRIPTION – SALE OF GOODS AND SERVICES:** Contractor will transfer and deliver to the City, and the City will pay for and accept the City's requirements during this agreement. It is understood that quantities shown on the Bid Sheets are estimates and do not obligate the City to order or accept more than the City's actual requirements during the Agreement, nor do the estimates limit the City to ordering less than it's actual needs during the Agreement, subject to availability of appropriate funds.
4. **PURCHASE ORDER:** The City will exercise its right to specify time, place, and quantity to be delivered through the use of a purchase order.
5. **PRICE ADJUSTMENT:** All goods and services to be delivered pursuant to this Agreement, including any extensions thereof, will be purchased at the prices stated on the Contractor's Bid Sheet; provided that, at renewal or extension of the Agreement for an additional twelve-months, the prices for goods and services to be delivered during the ensuing twelve-month period may be increased or decreased to the extent of changes in the cost of material to Contractor, as reflected in written documentation provided by the Contractor to the City. The written documentation must allow the City the ability to verify all requested price adjustments.



## **CITY OF LEWISVILLE DISCLOSURE OF INTEREST**

Pursuant to Chapter 176 of the Texas Local Government Code, a person or agent of a person who contracts or seeks to contract with the City of Lewisville must complete a conflict of interest questionnaire if the person or agent has an affiliation or business relationship that might cause a conflict of interest with the City. The conflict of interest questionnaire, which is available online at <http://ethics.sta>, must be filed with the City Secretary of the City of Lewisville no later than the seventh (7<sup>th</sup>) business day after the person or agent begins contract discussions or negotiations with the City of Lewisville or submits to the City of Lewisville an application, response to a request for proposal or bid, correspondence, or another writing related to a potential agreement with the City of Lewisville. An updated Conflict of Interest Questionnaire must be filed in accordance with Chapter 176 of the Local Government Code.

Seller should consult with legal counsel if they have questions regarding its compliance with the requirements of Chapter 176. It is the responsibility of each person or agent who is contracting or seeking to contract with the City of Lewisville to comply with the filing requirements of Chapter 176.

**CITY OF LEWISVILLE  
PURCHASING DIVISION**

**BOND REQUIREMENTS AND RETAINAGE**

**BONDS**

The successful bidder will be required to furnish the following bonds from a surety licensed to do business in the State of Texas. These bonds, along with proper insurance papers, will be incorporated as part of the final contract documents and will remain in effect until the completion and acceptance of the project. Maintenance bonds shall be in effect based on their stated term after final acceptance of the project:

Project amount \$10,001 to \$24,999 – a payment bond at the project amount and a maintenance bond for one year from the date of final payment.

Project amount \$25,000 to \$99,999 – a payment bond at the project amount and a maintenance bond for two years from the date of the final payment.

Project amount \$100,000 and greater – a bid bond equal to five percent (5%) of the project amount is to be included with the sealed bid; a payment bond and performance bond at the project amount and a maintenance bond for two years from the date of the final payment.

**RETAINAGE**

Retainage will be based on the following: Fifteen percent (15%) retainage for contracts up to \$25,000; ten percent (10%) retainage for contracts more than \$25,000 and less than \$400,000; five percent (5%) retainage for contracts in excess of \$400,000.

**EXHIBIT A  
VENDOR REFERENCES**

Please list at least three (3) references of **current** customers who can verify the quality of service your company provides. The City prefers local customers of similar size and scope of work to this bid. *THIS FORM MUST BE RETURNED WITH YOUR BID.* Attach additional sheets as needed.

**REFERENCE ONE:**

**Government/Company Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Contact Name and Title:** \_\_\_\_\_

**Contact Phone:** \_\_\_\_\_ **Contact Email:** \_\_\_\_\_

**Contract Period:** \_\_\_\_\_ **Contract Amount:** \_\_\_\_\_

**REFERENCE TWO:**

**Government/Company Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Contact Name and Title:** \_\_\_\_\_

**Contact Phone:** \_\_\_\_\_ **Contact Email:** \_\_\_\_\_

**Contract Period:** \_\_\_\_\_ **Contract Amount:** \_\_\_\_\_

**REFERENCE THREE:**

**Government/Company Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Contact Name and Title:** \_\_\_\_\_

**Contact Phone:** \_\_\_\_\_ **Contact Email:** \_\_\_\_\_

**Contract Period:** \_\_\_\_\_ **Contract Amount:** \_\_\_\_\_



## Lewisville 2025 - Sustainability

Lewisville City Council unanimously adopted the Lewisville 2025 plan on July 14, 2014. The plan was developed after more than a year of public input and discussion that garnered hundreds of ideas and suggestions. That input was studied extensively by the Lewisville 2025 Steering Committee, City staff and professional consultants and formulated into the Lewisville 2025 plan. The plan provides a clear shared vision for the kind of community Lewisville wants to be when it turns 100 years old in 2025: a place that people choose to live, work and visit.

Lewisville 2025 identifies nine “Big Moves” to guide the community’s efforts toward being a thriving, desirable community. One of these Big Moves is sustainability. Lewisville defines sustainability in this way:

*Limited resources, such as land, water, energy, clean air, natural assets, and public funds are used efficiently to provide a desirable quality of life and business climate today without reducing Lewisville’s ability to provide the desired quality of life and business climate for success of future generations.*

The Purchasing Division’s goal is to support and encourage sustainable management practices through the purchase and use of materials, products and services that demonstrate environmental stewardship as well as fiscal and social responsibility. To that end, Lewisville will consider environmental factors such as but not limited to, recycled content, product life cycle, waste reduction, energy efficiency, toxicity, water consumption, and human health impacts when making purchasing recommendations. To assist City staff with evaluating these factors, prospective vendors may be required to provide specific information about their products and services that addresses environmental impacts.

Does Product or Service?	Yes	No	Details
Reduce energy consumption			
Reduce toxicity, including emissions			
Reduce waste			
Contain recyclable materials			
Reduce water consumption			
List other environmental impacts			

*Attach supporting documentation if needed*

**CITY OF LEWISVILLE  
PURCHASING DIVISION**

**STATE RECIPROCAL REQUIREMENT**

The City of Lewisville, as a governmental agency of the State of Texas, may not award a contract for general construction, improvements, services or public works projects or purchases of supplies, materials, or equipment to a non-resident bidder unless the non-resident's bid is lower than the lowest bid submitted by a responsible Texas resident bidder by the same amount that a Texas resident bidder would be required to underbid a non-resident bidder to obtain a comparable contract in the state in which the non-resident's principal place of business is located (Section 2252.002 of the Government Code). Bidder shall answer all the following questions by encircling the appropriate response or completing the blank provided.

1. Where is your principal place of business? \_\_\_\_\_
2. Only if your principal place of business is not in the state of Texas, please indicate:
  - A. In which state is your principal place of business located? \_\_\_\_\_
  - B. Does that state favor resident bidders (bidders in your state) by some dollar increment or percentage? ☐ YES ☐ NO
  - C. If "YES", what is that dollar increment or percentage? \_\_\_\_\_

**NON-COLLUSION STATEMENT**

The undersigned affirms that they are duly authorized to execute this contract, that this company, corporation, firms, partnership or individual has not prepared this bid in collusion with any other Bidder, and that the contents of this bid as to prices, terms or conditions of said bid have not been communicated by the undersigned nor by any employer or agent to any other person engaged in this type of business prior to the official opening of this bid.

Vendor:			
Address:			
City, State, Zip:			
Phone:			
Email:			
Bidder (Print Name):			
Bidder Signature:			
Job Title:			
Signature of company official authorizing this bid:			
Company Official (Print name):			
Job Title:			

**CITY OF LEWISVILLE  
COOPERATIVE PURCHASING AGREEMENT**

Several Governmental entities around the City of Lewisville have indicated an interest in being included in this contract. Should these Governmental Entities decide to participate in this contract, would you, (the vendor) agree that all terms conditions, specifications, and pricing would apply?

\_\_\_\_\_YES \_\_\_\_\_NO

- (a) If you (the Vendor) checked yes, the following will apply.
- (b) Governmental Entities utilizing Internal-Governmental contracts with the City of Lewisville will be eligible, but not obligated, to purchase materials/services under the contract(s) awarded as a result of this solicitation. All purchases by Governmental Entities other than the City of Lewisville will be billed directly to that Governmental Entity and paid by that Governmental Entity. City of Lewisville will not be responsible for another Governmental Entity's debts. Each Governmental Entity will order their own material/service as needed.

BID INVITATION NO:	
COMMODITY:	

FIRM NAME: \_\_\_\_\_

SIGNATURE OF PERSON AUTHORIZED TO SIGN BID:

\_\_\_\_\_ DATE\_\_\_\_\_

SIGNER'S NAME AND TITLE:

\_\_\_\_\_  
(Please print or type)

## VENDOR SUPPLEMENTAL INFORMATION

---

*The following information is required for contract development.*

1. In what state was your business formed? \_\_\_\_\_
2. Provide the following information for the person authorized to execute contracts on behalf of your organization:

Name \_\_\_\_\_ Title \_\_\_\_\_  
Email Address \_\_\_\_\_ Telephone No. \_\_\_\_\_  
Mailing Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

3. Provide the following information for the contact person authorized to implement this contract on behalf of your organization:

Name \_\_\_\_\_ Title \_\_\_\_\_  
Email Address \_\_\_\_\_ Telephone No. \_\_\_\_\_  
Mailing Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

4. Provide the following information for the person authorized to receive notices and communications regarding this contract on behalf of your organization:

Name \_\_\_\_\_ Title \_\_\_\_\_  
Email Address \_\_\_\_\_ Telephone No. \_\_\_\_\_  
\*Physical Business Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

*\*Notices and communications will be mailed to this physical address*

5. Select and complete one of the following:

- a. ☐ **Sole Proprietorship**
- i. Legal name of Sole Proprietor: \_\_\_\_\_
- ii. Physical business address: \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_
- b. ☐ **General Partnership**
- i. Legal name of Partnership: \_\_\_\_\_
- ii. Physical business address: \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

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## VENDOR SUPPLEMENTAL INFORMATION

---

- c. ☐ **Limited Partnership**
- i. Legal name of Limited Partnership: \_\_\_\_\_
- ii. General Partner(s):
- If a legal entity, name of the entity: \_\_\_\_\_
  - If an individual, name of the individual: \_\_\_\_\_
- iii. Physical business address: \_\_\_\_\_
- City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_
- d. ☐ **Corporation**
- i. Legal name of Corporation: \_\_\_\_\_
- ii. Physical business address \_\_\_\_\_
- City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_
- e. ☐ **Limited Liability Company**
- i. Legal name of Limited Liability Company: \_\_\_\_\_
- ii. Physical business address \_\_\_\_\_
- City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_
- f. ☐ **Other Entity (not listed)**
- i. Legal name and type of Company: \_\_\_\_\_
- ii. Physical business address \_\_\_\_\_
- City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

6. Does your business have 10 or more full-time employees? ☐ No ☐ Yes

7. a. Are you a publicly traded business? ☐ No ☐ Yes – where traded: \_\_\_\_\_

b. Are you a wholly owned subsidiary of a publicly traded business? ☐ No ☐ Yes – which publicly traded business: \_\_\_\_\_

8. a. Is your business registered with the Texas Secretary of State? ☐ No ☐ Yes

b. If yes, please provide records or screenshot(s) from the Texas Secretary of State's website reflecting the name or names for which your business has been registered.

In signing this form, I acknowledge that I have read the above and state that the information contained therein is true and correct.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_ Print Title: \_\_\_\_\_



CITY OF LEWISVILLE  
PURCHASING DIVISION

EXCEPTIONS

Bid \_\_\_\_\_

On the lines below, please list any exceptions taken to this bid invitation

ITEM #	DESCRIPTION

Signature: \_\_\_\_\_

Company: \_\_\_\_\_

Date: \_\_\_\_\_

No exceptions taken to this bid invitation.

Signature: \_\_\_\_\_

Company: \_\_\_\_\_

Date: \_\_\_\_\_

**INSURANCE REQUIREMENTS**  
**PROJECTS INVOLVING CONSTRUCTION**

Vendor shall procure and maintain for the duration of the contract, insurance against claims for injuries to persons or damages to property, which may arise from or in connection with the performance of the work hereunder by the vendor, his agents, representatives, employees or subcontractors. The cost of such insurance shall be included in the Vendor's bid.

**A. MINIMUM SCOPE OF INSURANCE**

Coverage shall be at least as broad as:

1. Insurance Services Office Commercial General Liability coverage "occurrence" form CG 00 01 (10 01). **"Claims Made" form is unacceptable.**
2. Workers' Compensation insurance as required by the Labor Code of the State of Texas, including Employers' Liability Insurance.
3. Automobile Liability – as required by the State of Texas, covering all owned, hired, or non-owned vehicles. Automobile Liability is only required if vehicle(s) will be used under this contract. Coverage not required for delivery services.

**B. MINIMUM LIMITS OF INSURANCE**

Vendor shall maintain throughout contract limits not less than:

1. Commercial General Liability: \$500,000 per occurrence/\$1,000,000 aggregate for bodily injury, personal injury and property damage. Policy will include coverage for:
  - a. Premises – Operations
  - b. Broad Form Contractual Liability
  - c. Products and Completed Operations
  - d. Use of Contractors and Subcontractors
  - e. Personal Injury
  - f. Broad Form Property Damage
  - g. If applicable, Explosion Collapse and Underground (XCU) Coverage, Fire Damage, and Medical Expenses.

***NOTE: The aggregate loss limit applies to each project.***

2. Workers' Compensation and Employer's Liability: Workers' Compensation Statutory limits as required by the Labor Code of the State of Texas and Employer's Liability minimum limits of \$500,000 per injury, \$500,000 per occurrence, and \$500,000 per occupational disease.
3. Automobile Liability - \$500,000 Combined Single Limit. Limits can only be reduced if approved by the HR Director or designee.
4. Builders' Risk Insurance (as applicable) – Completed value form, insurance carried must equal the completed value of the structure.

**C. DEDUCTIBLES AND SELF-INSURED RETENTIONS**

Any deductible or self-insured retentions must be declared to and approved by the City.

**D. OTHER INSURANCE PROVISIONS**

The policies are to contain, or be endorsed to contain the following provisions:

1. General Liability and Automobile Liability Coverages
  - a. The City, its officers, officials, employees, boards/commissions and volunteers are to be added as "Additional Insured" as respects liability arising out of activities performed by or on behalf of the vendor, products and completed operations of the vendor, premises owned, occupied or used by the Contractor. The coverage shall contain no special limitations on the scope of protection afforded to the City, its officers, officials, employees or volunteers. It is understood that the business auto policy under "Who is an Insured" automatically provides liability coverage in favor of the City. The coverage shall include defense of claims against the City as additional insured.
  - b. The vendor's insurance coverage shall be primary and non-contributory insurance as respects the City, its officers, officials, employees and volunteers. Any insurance or self-insurance maintained by the City, its officers, officials, employees or volunteers shall be excess of the vendor's insurance and shall not contribute with it.
  - c. Any failure to comply with reporting provisions of the policy shall not affect coverage provided to the City, its officers, officials, and employees, Boards and Commissions or volunteers.
  - d. The vendor's insurance shall apply separately to each insured against whose claim is made or suit is brought, except to the limits of the insured's liability.
2. Waiver of Subrogation – All coverages  
Each insurance policy required by this exhibit shall waive all rights of subrogation against the City, its officers, officials, employees, and volunteers for losses arising from work performed by the vendor for the City.
3. Notice of Cancellation - All Coverages  
Each insurance policy required by this exhibit shall be endorsed to state that coverage shall not be suspended, voided, canceled or non-renewed by either party, reduced in coverage or in limits except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given the City, or ten (10) days prior written notice for non-payment of premium.

**E. ACCEPTABILITY OF INSURERS**

The City prefers that Insurance be placed with insurers with an A.M. Best's rating of no less than **A-:VI, or, A or better** by Standard and Poors.

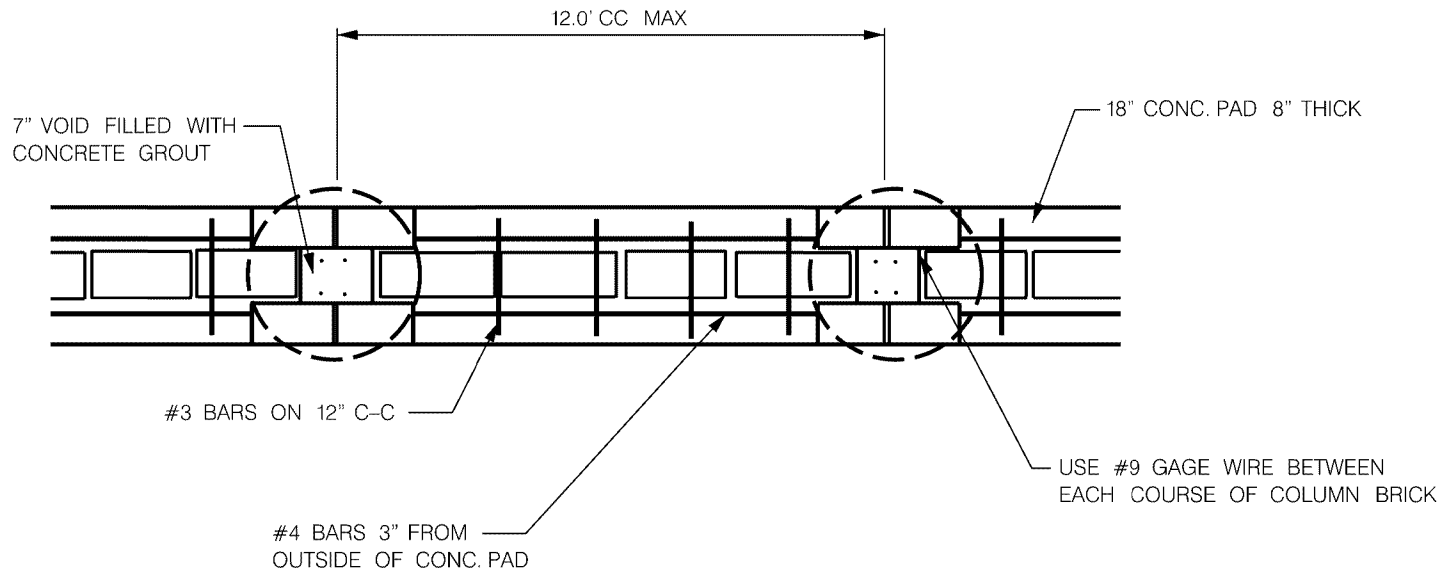
**F. VERIFICATION OF COVERAGE**

Contractor shall furnish the City with certificates of insurance affecting coverage required. The certificates for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf. Certificates of Insurance must be provided on forms approved by the Texas Department of Insurance. City will not accept Memorandums of Insurance or Binders as proof of insurance. The City reserves the right to require complete, certified copies of all required insurance policies at any time.

**G. HOLD HARMLESS AND INDEMNIFICATION**

THE CONSULTANT/CONTRACTOR AGREES TO DEFEND, INDEMNIFY AND HOLD THE CITY, ITS OFFICERS, AGENTS AND EMPLOYEES, HARMLESS AGAINST ANY AND ALL CLAIMS, LAWSUITS, JUDGMENTS, COSTS AND EXPENSES FOR PERSONAL INJURY (INCLUDING DEATH), PROPERTY DAMAGE OR OTHER HARM FOR WHICH RECOVERY OF DAMAGES IS SOUGHT, SUFFERED BY ANY PERSON OR PERSONS, THAT MAY ARISE OUT OF OR BE OCCASIONED BY CONSULTANT'S/CONTRACTOR'S BREACH OF ANY OF THESE TERMS AND CONDITIONS OR BY ANY NEGLIGENT OR STRICTLY LIABLE ACT OR OMISSION OR INTENTIONAL TORT, INTELLECTUAL PROPERTY INFRINGEMENT, OR FAILURE TO PAY A SUBCONTRACTOR OR SUPPLIER COMMITTED BY, CONSULTANT/CONTRACTOR, ITS OFFICERS, AGENTS, EMPLOYEES OR SUBCONTRACTORS, IN THE PERFORMANCE OF THIS AGREEMENT; EXCEPT THAT THE INDEMNITY PROVIDED FOR IN THE PARAGRAPH SHALL NOT APPLY TO ANY LIABILITY RESULTING FROM THE SOLE NEGLIGENCE OR FAULT OF THE CITY, ITS OFFICERS, AGENTS, EMPLOYEES OR SEPARATE CONTRACTORS, AND IN THE EVENT OF JOINT AND CONCURRING NEGLIGENCE OR FAULT OF THE CONSULTANT/CONTRACTOR AND THE CITY, RESPONSIBILITY AND INDEMNITY, IF ANY, SHALL BE APPORTIONED IN ACCORDANCE WITH THE LAW OF THE STATE OF TEXAS, WITHOUT WAIVING ANY GOVERNMENTAL IMMUNITY AVAILABLE TO THE CITY UNDER TEXAS LAW AND WITHOUT WAIVING ANY DEFENSES OF THE PARTIES UNDER TEXAS LAW AND THE CITY'S REASONABLE ATTORNEY'S FEES SHALL BE REIMBURSED IN PROPORTION TO THE CONSULTANT'S LIABILITY. THE PROVISIONS OF THIS PARAGRAPH ARE SOLELY FOR THE BENEFIT OF THE PARTIES HERETO AND NOT INTENDED TO CREATE OR GRANT ANY RIGHTS, CONTRACTUAL OR OTHERWISE, TO ANY OTHER PERSON OR ENTITY.

# Attachment A



PLAN VIEW

## NOTES:

1. CONCRETE - MINIMUM COMPRESSIVE STRENGTH, 4000 PSI @ 28 DAYS
2. REINFORCING STEEL SHALL BE NEW BILLET STEEL CONFORMING TO THE REQUIREMENTS OF ASTM A-615-GR.60.
3. MORTAR SHALL BE TYPE "S"
4. CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE REQUIREMENTS OF THE "RECOMMENDED PRACTICE FOR ENGINEERED BRICK MASONRY" BRICK OF AMERICA

## NOTE:

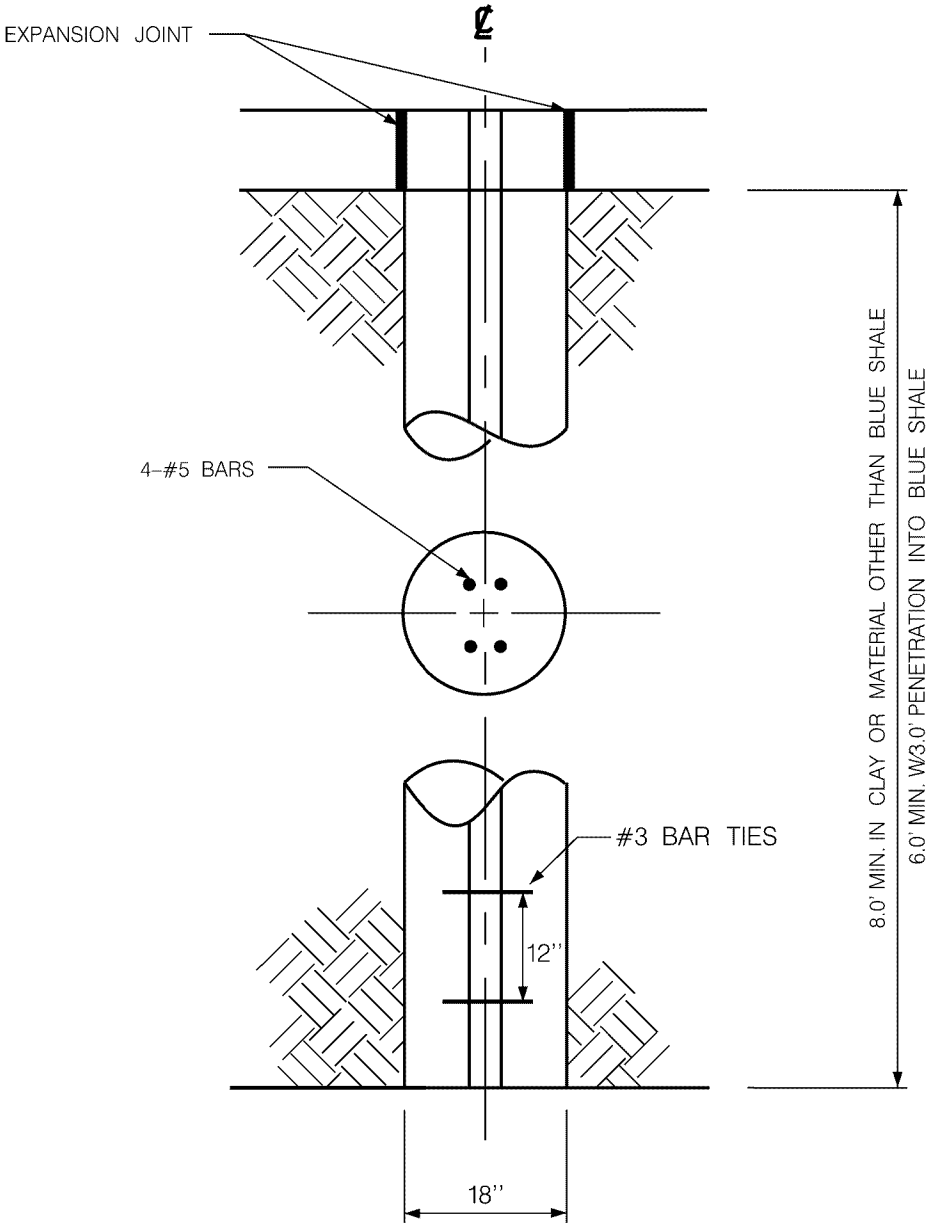
ANY SCREENING WALL REQUIRED BY THE GENERAL DEVELOPMENT ORDINANCE SHALL BE CONSTRUCTED AND ACCEPTED PRIOR TO THE ISSUANCE OF ANY BUILDING PERMITS. THE COST OF THE SCREENING WALL CANNOT BE ESCROWED UNDER THE PERFORMANCE ESCROW POLICY AS PART OF THE PUBLIC IMPROVEMENTS.

## NOTE:

DETAIL SUBJECT TO CHANGE PER DIRECTION OF CITY OF LEWISVILLE ENGINEERING DIVISION.

## Revisions:

No.	Description	Date



SCREENING WALLS WITH A GAP UNDERNEATH THE WALL SHALL REQUIRE A 3x3 GALVANIZED BRACKET (1/4" THICK) TO SUPPORT THE WALL AT THE BOTTOM. A SOLDIER COURSE WILL BE REQUIRED ALONG THE THOROUGHFARE SIDE TO CLOSE THE GAP.

- NOTES:
1. CONCRETE COMP STRENGTH – 4000 P.S.I.
  2. REINFORCEMENT STEEL – ASTM A615-GR 60
  3. CLEAN BOTTOM OF HOLE PRIOR TO PLACEMENT OF CONCRETE
  4. CONCRETE SHALL BE PLACED WITHIN 8 HRS OF DRILLING
  5. DESIGN WIND PRESSURE 20 PSF
  6. MAX. PLASTER SPACING – 12.0'
  7. MAX. HEIGHT OF WALL – 6.0'
  8. EXTEND REBAR 4.0' INTO PLASTER AND COLUMN

NOTE:  
ANY SCREENING WALL REQUIRED BY THE GENERAL DEVELOPMENT ORDINANCE SHALL BE CONSTRUCTED AND ACCEPTED PRIOR TO THE ISSUANCE OF ANY BUILDING PERMITS. THE COST OF THE SCREENING WALL CANNOT BE ESCROWED UNDER THE PERFORMANCE ESCROW POLICY AS PART OF THE PUBLIC IMPROVEMENTS.

NOTE:  
DETAIL SUBJECT TO CHANGE PER DIRECTION OF CITY OF LEWISVILLE ENGINEERING DIVISION

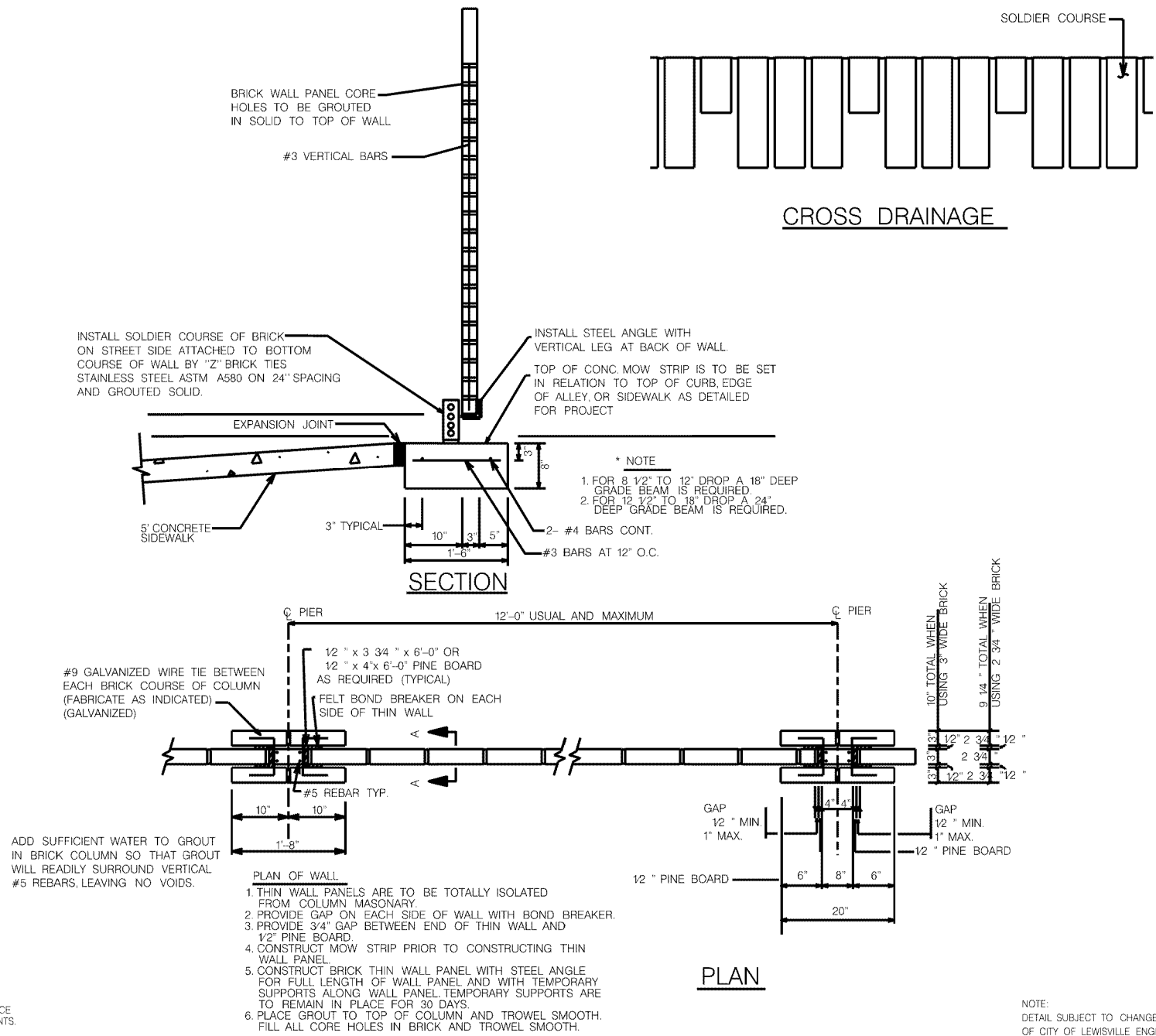


Standard Details  
Thin Wall Pier Detail  
with Pier Section

Revisions:		
No.	Description	Date

Engineering Department		Dated: 4-27-10
		Dated: 09-04-2019
Office No.	972-219-3490	Sheet:
www.cityoflewisville.com		6.3

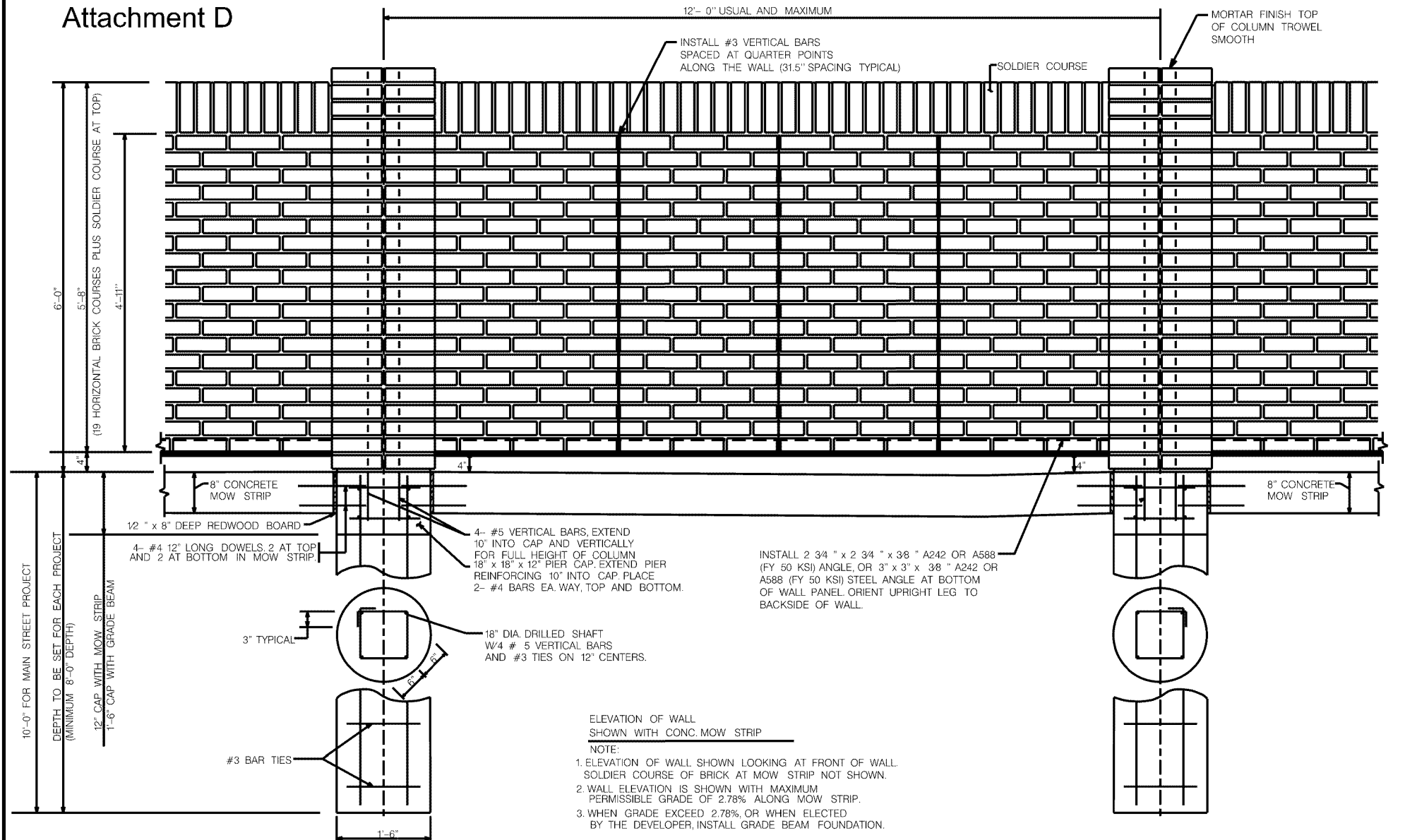
# Attachment C



## Revisions:

No.	Description	Date

# Attachment D



NOTE:  
ANY SCREENING WALL REQUIRED BY THE GENERAL DEVELOPMENT ORDINANCE SHALL BE CONSTRUCTED AND ACCEPTED PRIOR TO THE ISSUANCE OF ANY BUILDING PERMITS. THE COST OF THE SCREENING WALL CANNOT BE ESCROWED UNDER THE PERFORMANCE ESCROW POLICY AS PART OF THE PUBLIC IMPROVEMENTS.

## ELEVATION

NOTE:  
DETAIL SUBJECT TO CHANGE PER DIRECTION OF CITY OF LEWISVILLE ENGINEERING DIVISION.



**LEWISVILLE**  
Deep Roots. Broad Wings. Bright Future.

## Standard Details Standard Thin Wall Screening Wall

### Revisions:

No.	Description	Date

Engineering  
Department

Office No. 972-219-3460

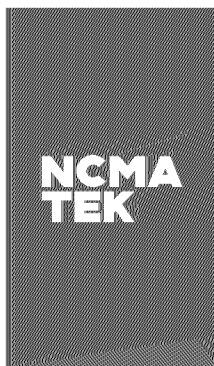
www.cityoflewisville.com

Dated: 2-27-13

Dated: 09-04-2019

Sheet: 6.1





TEK 01-01F

# ASTM SPECIFICATIONS FOR CONCRETE MASONRY UNITS

## INTRODUCTION

The most widely-used standards for specifying concrete masonry units in the United States are published by ASTM International. These ASTM standards contain minimum requirements that assure properties necessary for quality performance. These requirements include items such as specified component materials, compressive strength, permissible variations in dimensions, and finish and appearance criteria. Currently, seven ASTM standards apply to units intended primarily for construction of concrete masonry walls, beams, columns or specialty applications (see Table 1).

The letter and first number of an ASTM designation is the fixed designation for that standard. For example, ASTM C55 is the fixed designation for concrete building brick. The number immediately following indicates the year of last revision (i.e., ASTM C55-11 is the version of C55 published in 2011). A date in parentheses after the last revision date is the reapproval date.

Because significant changes can be introduced into subsequent editions, the edition referenced by the building code or by a project specification can be an important consideration when determining specific requirements. Also note that it may take several years between publication of a new ASTM standard and its subsequent reference by a building code. For this reason, Table 1 includes the editions referenced in the 2006, 2009 and 2012 editions of the International Building Code (IBC) (ref. 1), as well as the most current ASTM edition. Code officials will commonly accept more current editions of ASTM standards than that referenced in the code, as they represent state-of-the-art requirements.

Type of unit	ASTM designation	Edition referenced in:			Most current edition
		the 2006 IBC	the 2009 IBC	the 2012 IBC	
Concrete Building Brick	C55	C55-03	C55-06e <sup>1</sup>	C55-06e <sup>1</sup>	C55-11
Calcium Silicate Brick	C73	C73-99a	C73-05	C73-05	C73-10
Loadbearing Concrete Masonry Units	C90	C90-03	C90-06b	C90-08	C90-11b
Nonloadbearing Concrete Masonry Units	C129	C129-01 <sup>A</sup>	C129-05 <sup>A</sup>	C129-06 <sup>A</sup>	C129-11
Catch Basin and Manhole Units	C139	N/A <sup>B</sup>	N/A <sup>B</sup>	N/A <sup>B</sup>	C139-11
Prefaced Concrete Units	C744	C744-99	C744-05	C744-08	C744-11
Concrete Facing Brick	C1634	N/A <sup>B</sup>	N/A <sup>B</sup>	N/A <sup>B</sup>	C1634-11

Table 1—ASTM Specifications for Concrete Masonry Units

<sup>A</sup> Although not directly referenced in the IBC, C129 is referenced in Specification for Masonry Structures (ref. 2)

<sup>B</sup> This standard is not referenced in the IBC.

## LOADBEARING CONCRETE MASONRY UNITS— ASTM C90

As the most widely-referenced ASTM standard for concrete masonry units, ASTM C90 is under continuous review and revision. The bulk of these revisions are editorial, although two recent major changes are discussed here.

In 2011, web thickness requirements were significantly revised. Prior to ASTM C90-11b (ref. 3), there were different minimum web thicknesses based on unit width. Additionally, equivalent web thickness, a measure of the width of web per foot of wall length was used to determine if sufficient web was present to transfer shear loads. In ASTM C90-11b, these requirements were replaced with a single minimum web thickness (0.75 in., 19.1 mm), regardless of unit width. The equivalent web thickness was replaced with a normalized web area, a measure of the area of web contact with the face shells per square foot of wall (see Table 2).

In 2000, the Type I (moisture-controlled) and Type II (non moisture-controlled) unit designations were removed from C90. The designations were withdrawn because they were difficult to effectively use and enforce, and because of newly developed concrete masonry crack control provisions. The new crack control guidelines are based on anticipated total volume changes, rather than on the specified moisture contents that formed the basis for Type I requirements. Control joint criteria can be found in References 5 and 6. For more detailed information on removal of the Type designations, [see the Frequently Asked Question on this topic here.](#)

Nominal width of unit, in. (mm)	Face shell thickness, min., in. (mm) <sup>A, C</sup>	Webs	
		Web thickness <sup>C</sup> in. (mm)	Normalized web area, min., in. <sup>2</sup> /ft <sup>2</sup> (mm <sup>2</sup> /m <sup>2</sup> ) <sup>D</sup>
3 (76.2) & 4 (102)	$\frac{3}{4}$ (19)	$\frac{3}{4}$ (19)	6.5 (45.14)
6 (152)	1 (25)	$\frac{3}{4}$ (19)	6.5 (45.14)
8 (203) & greater	1 $\frac{1}{4}$ (32)	$\frac{3}{4}$ (19)	6.5 (45.14)

Table 2—ASTM C90-11b Minimum Face Shell & A Web Requirements for Hollow Units (ref. 3)

<sup>A</sup> Average of measurements on a minimum of 3 units when measured as described in Test Methods C140 (ref. 4).

<sup>B</sup> For units with split surfaces, a maximum of 10% of the split surface may have thickness less than those shown, but not less than  $\frac{1}{4}$  in. (19 mm). When the units are to be solid grouted, the 10% limit does not apply and Footnote C establishes a thickness requirement for the entire face shell.

<sup>C</sup> When the units are to be solid grouted, minimum face shell and web thickness shall be not less than  $\frac{1}{4}$  in. (16 mm). <sup>D</sup> Minimum normalized web area does not apply to the portion of the unit to be filled with grout. The length of that portion shall be deducted from the overall length of the unit for the calculation of the minimum web cross-sectional area.

## Physical Requirements

Physical requirements prescribed by ASTM C90 include dimensional tolerances, minimum face shell and web thicknesses for hollow units, minimum strength and maximum absorption requirements, and maximum linear shrinkage.

Overall unit dimensions (width, height and length) can vary by no more than  $\pm\frac{1}{8}$  in. (3.2 mm) from the standard specified dimension. Exceptions are faces of split-face units and faces of slump units which are intended to provide a random surface texture. In these cases, consult local suppliers to determine achievable tolerances.

Molded features such as rib and scores must be within  $\pm 1/16$  in. (1.6 mm) of the specified dimension 1 and within  $\pm 1/16$  in. (1.6 mm) of the specified placement on the mold. For dry-stack masonry units, the physical tolerances are typically limited to  $\pm 1/16$  in. (1.6 mm), which precludes the need for mortaring, grinding of face shell surfaces or shimming to even out courses during construction (ref. 7).

Minimum face shell and web thicknesses are those deemed necessary to obtain satisfactory structural and nonstructural performance. Note that although there are some unique face shell thickness requirements for split-faced units (see Table 2 footnote B), ground-face units (i.e., those ground after manufacture) must meet the face shell thickness requirements contained in the body of Table 2. In addition to minimum permissible web thicknesses for individual webs, the specification also requires a minimum total web contact area with face shells per square foot of wall area. When evaluating this normalized web area, the portion of a unit to be filled with grout is exempted. This provision avoids excluding units intentionally manufactured with reduced webs, including bond beam units and open-end block, where grout fulfills the structural role of the web.

A solid unit is one with a net cross-sectional area in every plane parallel to the bearing surface of at least 75% of the gross cross-sectional area measured in the same plane. Minimum face shell and web thicknesses are not prescribed for solid units.

The net area used to determine compressive strength is the “average” net area of the unit, calculated from the unit net volume based on tests described in ASTM C140 (ref. 4). Gross and net areas are shown in Figure 1.

Net area compressive strength is used for engineered masonry design, taking into account the mortar bedded and grouted areas. Gross area compressive strength is still used for empirically designed masonry (IBC Section 2109).

Maximum permissible water absorption is shown in Table 3. Absorption is a measure of the total water required to fill all voids within the net volume of concrete. It is determined from the weight-per-unit-volume difference between saturated and oven-dry units. Aggregates with relatively large pores, such as some lightweight aggregate, have a greater absorption than dense, nonporous aggregates, given the same compaction. As a result, lightweight units are permitted higher absorption values than medium or normal weight units.

Because concrete masonry units tend to contract as they dry, C90 limits their potential drying shrinkage to 0.065%, measured using ASTM C426 (ref. 8).

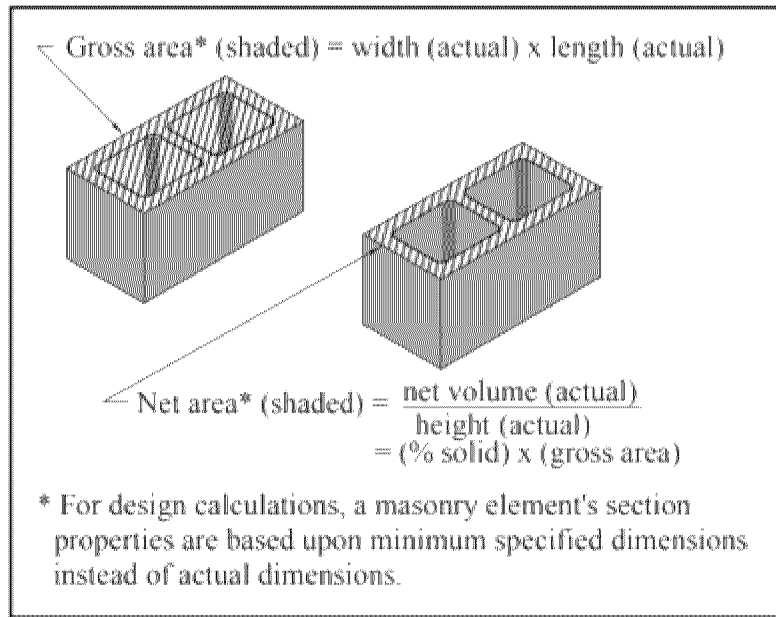


Figure 1—Gross and Net Areas

Weight classification	Oven-dry density of concrete, lb/ft <sup>3</sup> (kg/m <sup>3</sup> ) Average of 3 units	Maximum water absorption, lb/ft <sup>3</sup> (kg/m <sup>3</sup> )		Minimum net area compressive strength, psi (MPa)	
		Average of 3 units	Individual units	Average of 3 units	Individual units
Lightweight	Less than 105 (1,680)	18 (288)	20 (320)	1,900 (13.1)	1,700 (11.7)
Medium weight	105 to less than 125 (1,680 - 2,000)	15 (240)	17 (272)	1,900 (13.1)	1,700 (11.7)
Normal weight	125 (2,000) or more	13 (208)	15 (240)	1,900 (13.1)	1,700 (11.7)

Table 3—Strength and Absorption Requirements for Concrete Masonry Units, ASTM C90 (ref. 3)

## Finish and Appearance

Finish and appearance provisions prohibit defects that would impair the strength or permanence of the construction, but permit minor cracks incidental to usual manufacturing methods. For units which will be exposed, the presence of objectionable imperfections is based on viewing the unit face(s) from a distance of at least 20 ft (6.1 m) under diffused lighting. Five percent of a shipment may contain chips not larger than 1 in. (25.4 mm) in any dimension, or cracks not wider than 0.02 in. (0.5 mm) and not longer than 25% of the nominal unit height. The specification requires that color and texture be specified by the purchaser.

An approved sample of at least four units, representing the range of color and texture permitted, is used to determine conformance.

## CONCRETE BUILDING BRICK—ASTM C55

ASTM C55-03 (ref. 9a) included two grades of concrete brick: Grade N for veneer and facing applications and Grade S for general use. In 2006, the grades were removed and requirements for concrete brick used in veneer and facing applications were moved into a new standard: C1634 (see below). ASTM C55 now only applies to concrete masonry units with: a maximum width of 4 in. (102 mm); a weight that will typically permit it to be lifted and placed using one hand; and an intended use in nonfacing, utilitarian applications.

Requirements for C55-11 (ref. 9b) units include:

- 2,500 psi (17.2 MPa) minimum compressive strength (average of three units),
- 0.065% maximum linear drying shrinkage,
- 75% minimum percent solid, and
- maximum average absorption requirements of 13 pcf for normal weight brick, 15 pcf for medium weight brick and 18 pcf for lightweight brick (208, 240 and 288 kg/m<sup>3</sup>).

Finish and appearance criteria only address defects which might affect placement or permanence of the resulting construction.

## CONCRETE FACING BRICK—ASTM C1634

A facing brick (C1634) is distinguished from a building brick (C55) primarily by its intended use: a facing brick is for uses where one or more unit faces will be exposed.

Compression and absorption requirements are listed in Table 4. Linear drying shrinkage, dimensional tolerances and finish and appearance requirements are similar to those in C90, with the exception that chip size is limited to  $\pm 1/2$  in. (13 mm). Both C1634 and C55 refer to C140 (ref. 4) for compression testing, which requires compression test specimens to have a height that is 60% + 10% of its least lateral dimension, to minimize the potential impact of specimen aspect ratio on tested compressive strengths.

Density classification	Oven-dry density of concrete, lb/ft <sup>3</sup> (kg/m <sup>3</sup> ) Average of 3 units	Maximum water absorption, lb/ft <sup>3</sup> (kg/m <sup>3</sup> )		Minimum net area compressive strength, psi (MPa)	
		Average of 3 units	Individual units	Average of 3 units	Individual units
Lightweight	Less than 105 (1,680)	15 (240)	17 (272)	3,500 (24.1)	3,000 (20.7)
Medium weight	105 to less than 125 (1,680 - 2,000)	13 (208)	15 (240)	3,500 (24.1)	3,000 (20.7)
Normal weight	125 (2,000) or more	10 (160)	12 (192)	3,500 (24.1)	3,000 (20.7)

📷 Table 4—Strength and Absorption Requirements for Concrete Facing brick, ASTM C1634 (ref. 10)

## **NONLOADBEARING CONCRETE MASONRY UNITS— ASTM C129**

ASTM C129 (ref. 11) covers hollow and solid nonloadbearing units, intended for use in nonloadbearing partitions. These units are not suitable for exterior walls subjected to freezing cycles unless effectively protected from the weather. These units must be clearly marked to preclude their use as loadbearing units. Minimum net area compressive strength requirements are 500 psi (3.45 MPa) for an individual unit and 600 psi (4.14 MPa) average for three units.

## **CALCIUM SILICATE FACE BRICK—ASTM C73**

ASTM C73 (ref. 12) covers brick made from sand and lime. Two grades are included:

- Grade SW—Brick intended for exposures below freezing in the presence of moisture. Minimum compressive strength requirements are 4,500 psi (31 MPa) for an individual unit and 5,500 psi (37.9 MPa) for an average of three units, based on average gross area. The maximum water absorption is 15 lb/ft<sup>3</sup> (240 kg/m<sup>3</sup>).
- Grade MW—Brick intended for exposure to temperatures below freezing, but unlikely to be saturated with water. Minimum compressive strength requirements are 3,000 psi (20.7 MPa) for an individual unit and 3,500 psi (24.1 MPa) for an average of three units, based on average gross area. The maximum water absorption is 18 lb/ft<sup>3</sup> (288 kg/m<sup>3</sup>).

## **PREFACED CONCRETE AND CALCIUM SILICATE MASONRY UNITS—ASTM C744**

ASTM C744 (ref. 13) establishes requirements for the facing materials applied to masonry unit surfaces. For the units onto which the surface is molded, C744 requires compliance with the requirements contained in ASTM C55, C90 or C129, as appropriate. Facing requirements in C744 include: resistance to crazing, surface burning characteristics, adhesion, color permanence, chemical resistance, cleansability, abrasion, and dimensional tolerances.

## **CONCRETE MASONRY UNITS FOR CATCH BASINS AND MANHOLES—ASTM C139**

ASTM C139 (ref. 14) covers solid precast segmental units intended for use in catch basins and manholes. Units are required to be at least 5 in. (127 mm) thick, with a minimum gross area compressive strength of 2,500 psi (17 MPa) (average of 3 units) or 2,000 psi (13 MPa) for an individual unit, and a maximum water absorption of 10 pcf (16 kg/m<sup>3</sup>) (average of 3 units). The overall unit dimensions must be within  $\pm 3\%$  of the specified dimensions.

## References

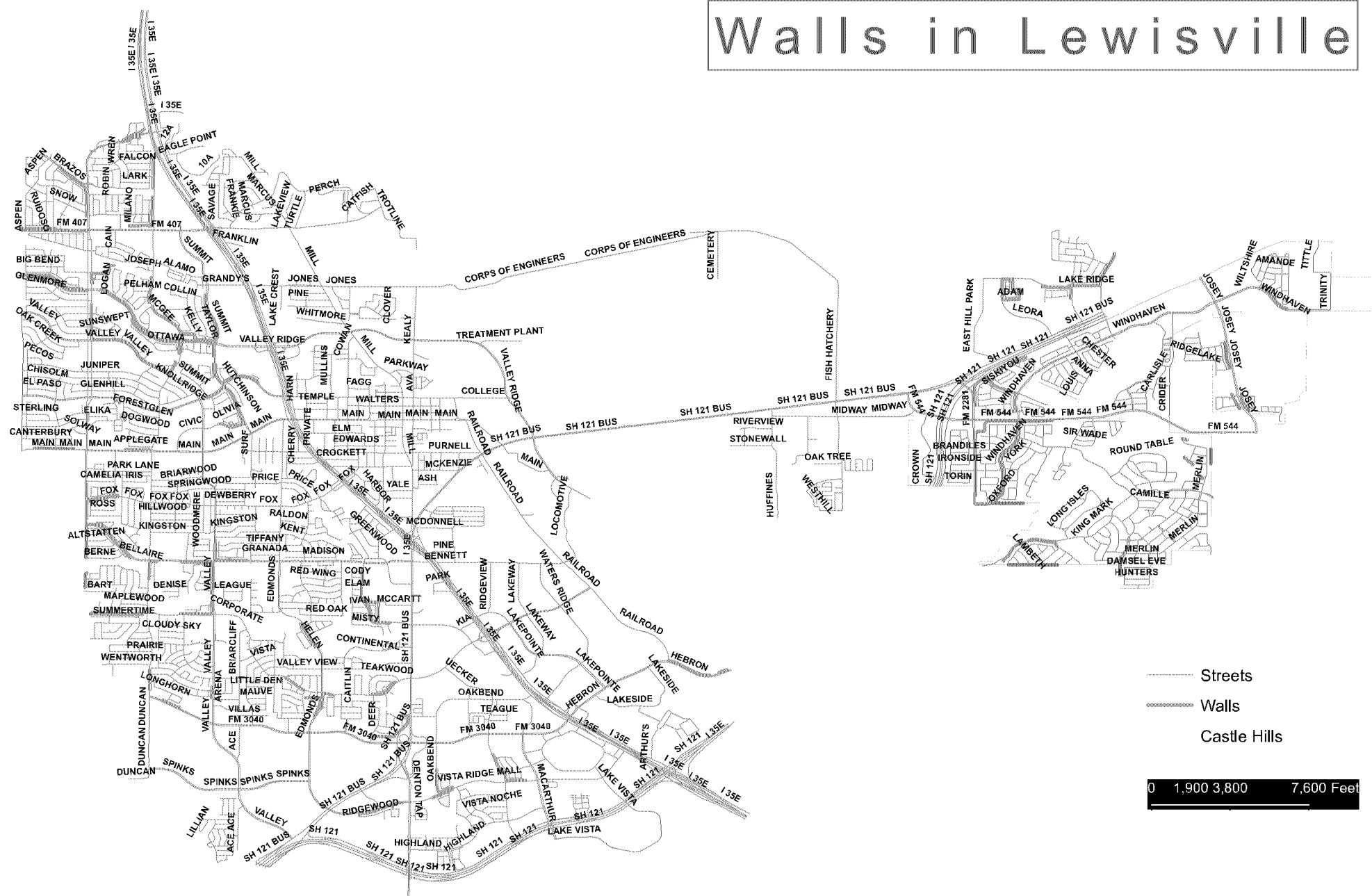
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*NCMA TEK 01-01F, Revised 2012*





# Walls in Lewisville



**CITY OF LEWISVILLE**  
**PRE-BID**  
**RFB #25-60-A Pre-Bid Meeting**  
**2:30 P.M., Thursday, March 6, 2025**

	NAME (PRINT)	COMPANY	PHONE NUMBER	EMAIL ADDRESS
1	Nicole Haney	City of Lewisville	972-219-5053	<a href="mailto:nhaney@cityoflewisville.com">nhaney@cityoflewisville.com</a> NH
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