



# City of Austin

**Capital Contracting Office**  
Contract Procurement Division  
105 W. Riverside Dr., Suite 210, Austin, TX 78704

Date: December 2, 2015  
PROJECT: Austin Heights Water System Upgrades  
CIP ID: 2231.094  
IFB# CLMC572

SUBJECT: Answers to Bidders Questions as of the date of this letter, per 00100-IFB Article 1.(3)(C)

**The following are answers to Bidders received on the above project. These answers do not modify the Contract. Any modifications to the Contract will be through Addenda**

**Q-1:** 00100.7 Submission of Bid lists documents to be included with the bid and lists (o) One copy of the Texas Ethics Commission Interested Parties Disclosure Form (Section 00500), completed and signed

00100.9 Rejection of Bids

B. the following may be cause to reject a bid: (18) Failure of Bidder to complete, sign and submit Section 00500, Texas Ethics Commission Interested Parties Disclosure Form

There is no ethics form in the manual for us to complete under any section number. It is not listed in 00820 Modifications to Bidding Requirements as not required to submit either. The 00500 in the manual is the agreement, not an ethics disclosure form.

**A-1:** Section 00500 Exhibit - Texas Ethics Commission Interested Parties Disclosure Form was inadvertently left out of the Project Manual. Attached is a copy of Section 00500 Exhibit. Bidders should complete this form and submit it with their bids.

**TEXAS ETHICS COMMISSION INTERESTED PARTIES DISCLOSURE**

This Disclosure Form is included in the Contract Documents in substantial compliance with the requirements of Section 2252.908 of the Texas Government Code. Upon receipt of a prescribed Disclosure Form from the Texas Ethics Commission, the Contractor constituting the Business Entity will use that form to make and reaffirm the following disclosure of Interested Parties.

“Interested Party” – means a person who has a controlling interest in a Business Entity with whom the Owner contracts or who actively participates in facilitating the Contract or negotiating the terms of the Contract, including a broker, intermediary, adviser, or attorney for the Business Entity.

“Business Entity” – means any entity recognized by law through which business is conducted, including a sole proprietorship, partnership, or corporation.

In submitting the signed Section 00500 Agreement, the “Business Entity” constituting the Contractor hereby discloses a list of the following “Interested Parties” of which the Business Entity is aware:

- \_\_\_\_\_ X

(Add additional pages, if necessary)

**BUSINESS ENTITY SIGNATURE AND ACKNOWLEDGMENT**

\_\_\_\_\_, a Texas (form of business entity)  
(Contractor Name)

By: \_\_\_\_\_

Printed Name: \_\_\_\_\_  
(Authorized Representative)

Date: \_\_\_\_\_, 20\_\_

The Disclosure Form must be signed by the authorized agent of the Business Entity with an acknowledgment that the disclosure is made under oath and under penalty of perjury.

**TEXAS ETHICS COMMISSION INTERESTED PARTIES DISCLOSURE**

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JURAT AND ACKNOWLEDGEMENT

THE STATE OF TEXAS §

COUNTY OF \_\_\_\_\_ §

Sworn, Subscribed, and Acknowledged before me, the undersigned authority, on this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by \_\_\_\_\_, the \_\_\_\_\_ of \_\_\_\_\_, on behalf of said Business Entity, acknowledging that the disclosure is made under oath and under penalty of perjury.

(SEAL)

\_\_\_\_\_  
Notary Public Signature