



CORYELL COUNTY
ROAD AND BRIDGE DEPARTMENT
Justin Latham, Road Administrator
3701 US Hwy 84 W, Gatesville, Texas 76528
Phone: (254)865-5021 Fax: (254)865-6729
Email: Justin.Latham@CoryellCountytx.gov

INVITATION TO BID

ITEM:	Inspection Services
BID NUMBER:	CCRB 2024-05
Date of Opening:	February 9, 2024 @ 9:00 am
Location:	Coryell County Main St. Annex 800 East Main St. Suite A, Gatesville, TX 76528
Date of Award:	February 13, 2024 @ 9:00 am
Location:	Coryell County Commissioners' Court Room 801 East Leon St., Gatesville, TX 76528

Period of Contract: February 13, 2024, thru February 10, 2025

GENERAL CONDITIONS/INSTRUCTIONS

1. Bids are solicited for furnishing the materials set forth in this invitation to bid. Completed bid proposals must be received in the **Coryell County Judge's Office, 800 East Main St., Suite A, Gatesville, Tx 76528** by the deadline stated above. *All bids must be in a sealed envelope clearly marked with the bid number and opening date on the outside of the envelope.*
2. Bids received in the Coryell County Judge's Office after the submission deadline shall be returned unopened and will be considered void and unacceptable. Coryell County is not responsible for delayed mail, carrier, etc. and the time/date stamp clock used upon receipt of any bid in the purchasing office shall be the official time of receipt. **No fax bids will be accepted.**
3. Bids may be withdrawn at any time prior to the official opening. Alterations made before opening time must be initialed by bidder guaranteeing authenticity. After the official opening, bids may not be amended, altered or withdrawn without the recommendation of the Coryell County Road Administrator and the approval of the Commissioners Court.
4. The County reserves the right to accept or reject in part or in whole any bids submitted, and to waive any technicalities related to the bidding process for the benefit of the County, granted that such waiver is allowed under federal and state laws.

5. Invoices shall be sent directly to the Coryell County Road & Bridge Department, Road Administrator, 3701 US Hwy 84 W, Gatesville, TX. 76528. Payments will be processed after confirmation that all materials have been received satisfactorily and no unauthorized materials have been received.
6. Coryell County terms of invoice are net thirty (30) days from statement date.
7. The County may extend the contract associated with an accepted bid provided that all terms and conditions of the contract remain unchanged and in full force and effect. Exceptions to this section shall be made for extensions of the contract period and adjustment of any price cited in the contract. The County's option to renew shall be in writing and shall be signed by both parties prior to the expiration of this contract. The normal extension period shall be in one (1) year increments. The total period of this contract, including all extensions as a result of exercising this option may not exceed a maximum combined period of original contract period plus (2) years.
8. If this bid is accepted and approved by the Commissioners Court, then this bid shall be incorporated into a contract. No oral agreements either expressed or implied shall be valid. No different or additional terms will become part of this contract unless agreed upon by both parties.
9. By accepting this invitation to bid and bidding on the item(s) set forth above you are accepting any and all of the general conditions set forth above and any additional specifications and conditions contained within the contract attached.



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CONTRACT

STATE OF TEXAS
COUNTY OF CORYELL

WHEREAS the attached "Bid Package" which includes the **Invitation to Bid, General Conditions/Instructions, Specifications, Proposal, and Bid Sheet(s)** for the item(s) being published for competitive bid, were solicited pursuant to Texas Local Government Code 262.021; and

WHEREAS, the **Coryell County Commissioners Court** as the governing body of Coryell County did on _____, 20____ award a contract to _____ (Contractor/Bidder) for furnishing the materials, equipment, supplies and/or services in quantities and at prices as set forth in the above-attached Bid Package; and

THEREFORE, knowing all men by these present, that this contract is entered into by Coryell County, Texas (hereinafter called "County") and the undersigned Contractor (hereinafter called "Contractor" or "Bidder").

WITNESSETH

THAT IN ACCORDANCE with the above attached Bid Package in every particular, the Contractor will perform in accordance with the terms thereof and the County agrees to make payment for such items or services purchased on appropriate purchase orders in accordance with the items of said Bid Package which is made a part of this contract and incorporated herein for all purposes.

THAT IN ACCORDANCE with the attached the County's acceptance of equipment, supplies and services shall be contingent on (1) they conform, (2) they were delivered (if applicable), and (3) services have been satisfactorily performed in the sole determination of the County.

Prior Agreements Superseded

This Contract, with the entire Bid Package incorporated herein for all purposes, including any required supporting literature, brochures, and/or data sheets or sample, constitutes the sole agreements of the parties to the agreement and supersedes all oral or written previous and contemporary agreements between the parties and relating to matters herein. This contract along with the Bid Package shall be considered a "Contract associated with an accepted bid" as referenced in the Bid Package.

Amendment

No amendment, modification, or alteration of the terms of this contract shall be binding unless same is in writing, dated subsequent to the date of this contract, and duly executed by an authorized representative of each party.

IN TESTIMONY WHEREOF: Witness our hands at Coryell County, Texas, effective as of the date awarded above, if any.

CONTRACTOR

CORYELL COUNTY

BY: _____
AUTHORIZED AGENT

BY _____
County Judge

ATTEST: _____
Coryell County Clerk

****Failure to sign the contract page(s) may disqualify the bid from being considered by the Commissioners Court. However, this contract is not valid until awarded in Commissioners Court and signed by both parties.**



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Bid Sheet and Specifications

Scope of Work

Provide construction inspection of new roads within proposed developments across Coryell County. Road construction inspection to include the following:

1. Inspect existing site and materials for any defects or deformities that may not conform with plans and specs.
2. Inspect all subgrade, base grade, and final grade preparedness and processing including cuts and fills to obtain proposed design grade.
3. Oversee all testing required by Coryell County Specifications, Engineer requirements, and Geotechnical design options and requirements.
4. Inspect all drainage structures and designs including storm drain fixtures, proposed drainage channels, detention, and retention ponds, etc. to ensure they all conform with design as per plans and specifications.

Coryell County Subdivision Regulations that contain the general requirements for construction in subdivisions can be found on the Coryell County website or requested from the Road and Bridge Department.

Project Deliverables

Furnish daily field reports with pictures and/or videos describing work accomplished daily along with weather details, delay details, site visitors, etc. Reports should be readily available to all parties involved to assist in preventing and solving issues within the scope of the project.

Exclusions/Exceptions

Coryell County agrees and understands that prospective vendors may not provide any of the testing or testing equipment to be used and may not propose to be responsible for any parties safety program other than their own, nor will they guide other parties on how to have a safe work environment. Any exclusions or exceptions to standard or industry accepted inspection services should be documented in bid.

EXPENSE	DESCRIPTION			COST
			TOTAL	\$

Submitted by:

Company Name: _____

Signature: _____

Title: _____

Print Name: _____

Date: _____

Address: _____

Phone Number: _____

Fax Number: _____

Email: _____

This agreement is nonexclusive and in no way restricts the County's ability to competitively bid for the same or similar materials and services or the County's sole discretion to contract for such materials and services with other contractors.