ALAMO COLLEGES DISTRICT

Purchasing & Contract Administration

March 2, 2018

Gilbane Building Company
Daniel M. Gilbane, Senior Project Executive, bivey@gilbaneco.com
1331 Lamar, Suite 1170, Houston, TX 77010

Dear Mr. Gilbane:

The Alamo Colleges District Board of Trustees has awarded the contract for the Purchase of Construction Manager-at-Risk Services for the District for the General Obligation Bond Projects, CSP #18C-005 to your company.

In accordance with Texas Government Code 2252.908, please visit the Texas Ethics Commission website at http://www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm to create a log in and complete the required **CERTIFICATE OF INTERESTED PARTIES FORM 1295**. Please use "18C-005" for field 3 on the 1295 form. Once you have returned the completed, signed form to Alamo Colleges District, we will "acknowledge" the form using the Texas Ethics Commission website and will move forward to finalize the contract award. This form may be emailed to kgottfried@alamo.edu.

Please forward original certificate(s) of insurance meeting the requirements outlined in Section 5.6 of the proposal documents. Certificate(s) of Insurance may be emailed to kgottfried@alamo.edu with the **ORIGINALS TO FOLLOW** by mail. Please note the following special requirements:

1. ACCD must be named as additional insured on the general and auto liability policies.
2. Certificate must include waiver of subrogation against Alamo Colleges District, its Officers, employees, and elected officials.
3. A 30 day notice of cancellation clause is required instead of the usual 10 days.

The **TEXAS FAMILY CODE CERTIFICATION** and **HB 89/SB 252 CERTIFICATION - ISREAL BOYCOTT** document must also be received before we can execute the contract. Please have all shareholders who own 25% or more of the shares complete and execute this document.

Please forward these documents as soon they are available so we can execute the contract.

Please contact me at 210/485-0122 or at kgottfried@alamo.edu, if you have any questions or need assistance.

Thank you for your interest in Alamo Colleges District contracting.

Cordially,

Karen Gottfried
Assistant Director
Purchasing and Contract Administration

Attachment - 1

CONTRACT/PROJECT NAME: **Purchase of Construction Manager-at-Risk Services for the District for the General Obligation Bond Projects**

CONTRACTOR NAME: _____
ADDRESS: _____
_____

CERTIFICATION OF ELIGIBILITY WITH TEXAS FAMILY CODE PROVISION

Under Section 231.006, Texas Family Code, the vendor or applicant certifies that the individual or business entity named in the contract, bid or application is not ineligible to receive the specified grant, loan or payment and acknowledges that this contract may be terminated and payment may be withheld if this certification is inaccurate.

This certification is required for each person who is a sole proprietor, partner, shareholder, or owner with an ownership interest of at least 25 percent in the business entity submitting the bid. The following information must be submitted for each person meeting the previously described conditions and executing the certification: name; social security number; signature; and date.

1. _____ _____ _____
NAME (PLEASE PRINT OR TYPE) SOCIAL SECURITY # PERCENTAGE OWNERSHIP

_____ _____
SIGNATURE DATE

2. _____ _____ _____
NAME (PLEASE PRINT OR TYPE) SOCIAL SECURITY # PERCENTAGE OWNERSHIP

_____ _____
SIGNATURE DATE

3. _____ _____ _____
NAME (PLEASE PRINT OR TYPE) SOCIAL SECURITY # PERCENTAGE OWNERSHIP

_____ _____
SIGNATURE DATE

HB 89/SB 252 CERTIFICATIONS – ISRAEL BOYCOTT

I, the undersigned vendor, do hereby certify and verify that neither Contractor, nor any affiliate, subsidiary, or parent company of Contractor, if any (the "Contractor Companies"), boycotts Israel, and Contractor agrees that Contractor and Contractor Companies will not boycott Israel during the term of this Agreement. For purposes of this Agreement, the term "boycott" shall mean and include terminating business activities or otherwise taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations with Israel, or with a person or entity doing business in Israel or in an Israeli-controlled territory.

_____ Initials of Authorized Representative of Vendor

I, the undersigned vendor, do hereby certify and verify that Contractor is not a company identified on the Texas Comptroller's list of companies known to have contracts with, or provide supplies or services to, a foreign organization designated as a Foreign Terrorist Organization by the U.S. Secretary of State.

_____ Initials of Authorized Representative of Vendor