



**CSP 24-024 Last Tuber's Exit Improvement  
PRE-PROPOSAL CONFERENCE Minutes  
June 3 at 10 a.m.**

**A. Announcement of Solicitation: CSP 24-024 Last Tuber's Exit Improvement**

1. Solicitation Schedule:
  - a. Date issued: May 14, 2024
  - b. Non-mandatory Pre-Proposal Conference: June 3, 2024 at 10:00 A.M. (Central Time)  
Hosted via Teams. Please click the link below to join the webinar: [Join the meeting now](#)
  - c. Sign-in – Please provide your company name, contact person, email, and phone # in the chat window of this Teams meeting.
  - d. All questions must be submitted to Greg Gutierrez no later than **June 4, 2024, by 5:00 P.M. (Central Time)**.
  - e. All proposals are due to New Braunfels City Hall, City Secretary Office - Attention: Purchasing, **no later than 3:00 P.M. (Central Time) on June 13, 2024.**
  - f. Proposals will be read aloud at City Hall and posted on the city website:
    - City of New Braunfels' website, <https://www.newbraunfels.gov/2694/Solicitations>.
  - g. **Notice of Award:** It is the City's intent to make its recommendation to City Council for approval in August 2024, with Notice to Proceed in November 2024.

**B. Introductions (Staff)**

1. Barbara Coleman, Purchasing Manager – ***primary point of contact until the contract is awarded.***  
Phone: (830) 221-4389 Email: [bcoleman@newbraunfels.gov](mailto:bcoleman@newbraunfels.gov)
2. Adam Michie, City Project Manager – Project Contact  
Phone: (830) 221-4079 Email: [amichie@newbraunfels.gov](mailto:amichie@newbraunfels.gov)
3. Jessica Robles, NBU Project Manager
4. Freese & Nichols, Inc., Design Engineer

**Estimated Budget:** Project Construction Budget \$740,000

**C. Description of Work:**

**Technical description will be discussed during this meeting.**

The City of New Braunfels (City) and NBU is seeking a construction company with quality experience as a general contractor with specific experience in cofferdam construction, cofferdam dewatering, concrete construction, micro-pile design and installation, underground utilities and storm sewer, and general construction activities of the same or similar type, size, nature, and class.

**D. Review of Bidding Procedures**

1. Solicitation documents may be obtained at:
  - The BidNet Direct website, <https://www.bidnetdirect.com/texas/city-of-new-braunfels>
  - The City of New Braunfels' website, <https://www.newbraunfels.gov/2694/Solicitations>



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2. **Submission:** Proposer must follow proposal instructions notated within Sections 1 through 5 of the solicitation documents to provide consistency for the evaluation committee.
- Deadline for submittal of Questions and Requests for clarifications will be **June 4, 2024, at 5:00 p.m.**
  - All proposals are due to New Braunfels City Hall, City Secretary Office - Attention: Purchasing, **no later than 3:00 P.M. (Central Time) on June 13, 2024.**
  - All proposals must be time stamped by the City Secretary's Office at the New Braunfels City Hall.
  - Proposals received after the time and date set for submission will be returned, unopened, upon request.
  - Label as follows:

Delivery Address

Purchasing Department  
City of New Braunfels  
550 Landa Street  
New Braunfels, TX 78130

Labeled:

**CSP 24-024  
Last Tuber's Exit Improvement  
Due: June 13, 2024 – 3pm**

**E. Required Proposal Documents:**

**TAB 1 – Solicitation and Offer Form**; completed and signed.

**TAB 1 – Acknowledgment of Addenda**, if applicable.

**TAB 2 – Cover Letter**: Name and Address of the Proposer, as well as a brief description of the firm and its history.

**TAB 3 – Executive Summary**: A brief summary highlighting the most important points of the proposal.

**TAB 4 – Cost Proposal Form**

**TAB 5 – Vendor Certifications**

**TAB 6 – Plan and Schedule**

**TAB 7 – Acceptable Documentation**

- Bond Form – Proposal Guaranty/Bid Bond
- Certificate of Insurance
- Conflict of Interest
- Certificate of Interested Parties

**TAB 8 – Required information indicated in Drawings, if applicable**

**Required after contract award – Performance, Payment and Maintenance Bonds**

**F. General Information**

1. **Project Schedule:**

- Construction – Substantial Completion -120 Calendar Days & **150 Calendar Days for Final Completion**

2. **Liquidated Damages: \$1,285** for each calendar day that expires after the time specified.



## **G. Other Instructions**

### **1. Evaluation Criteria –**

<b>Score</b>	<b>Description</b>
<b>65</b>	<b>Cost Proposal Price</b>
<b>25</b>	<b>Experience and Qualifications</b>
<b>10</b>	<b>Proposed Project Timelines</b>

### **2. Retainage: (5%)**

### **3. Bonding & Insurance –**

- Bid Bond (5%)
- Performance (100%) Equal to Contract Amount
- Payment (100%) Equal to Contract Amount
- Insurance and Liability Coverage – Attachment 4

### **4. Prevailing wage rates: Davis Bacon Wage Rates – Attachment 3 – Prevailing Wage Schedule is updated**

### **5. General Contractor Registration with the City**

### **6. Anti-Lobbying: Section 2.14**

## **H. Technical Discussion – Project Managers and Engineers:**

Contractor shall complete all work as specified or indicated in the plans, specifications and contract documents. The work is generally described as follows:

### **Statement of Work:**

- Installation of concrete landing, stairway, and other associated features of the landing.
- Installation of ADA grab bars and transfer system
- Installation of signage and buoys
- Installation of micropiles
- Installation of handrails
- Installation of permeable concrete to cover vegetation areas
- Plugging 8-in waterline and removal of a section of the waterline
- Installation of water spigots and drinking fountain and associated waterlines
- Contractor shall coordinate all work, inspections, and approvals with the City of New Braunfels.
- Project shall comply with the United States Occupational Safety & Health Administration regulations.
- Methods & Means of construction shall be compliant with all applicable Federal, State, and Local regulations. This includes obtaining all necessary permits and inspections.
- Contractor to adhere to City of New Braunfels construction administration procedures.
- Maintain and submit all project records such as record drawings, project manuals, and warranties for approval by the City of New Braunfels.



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The above list is intended to enhance the statement of work and is not intended to limit the respondent's description of the project's process or services provided. This project shall require expertise in the following construction areas:

- Micro-piles and micro-pile installation
- Concrete placement
- Cofferdam and dewatering

**I. Questions and Answers – Received during the Meeting and during the Question Period- June 4, 2024:**

The City's official response(s) will be provided in an Addendum released after the final date for questions.

1. Prevailing Wage Rates are updated and attached.
2. Amendment 1 - Exhibit 5 SUPPLEMENTAL CONDITIONS is modified to remove Article 07.03.01, Section 15 Item 1.04E - Remove reference to accommodation for the golf course operations.
3. ARTICLE 4 – CONTRACT TIMES, Item B is corrected to 120 Substantial and 150 days final.  
**B. Days to Achieve Substantial Completion and Final Payment**  
*The Work will be substantially completed within 120 calendar days after the date when the Contract Times commence to run as provided in Section 6 of the Project Manual, Article 2.03 of the General Conditions and completed and ready for final payment in accordance with Section 6 of the Project Manual, Article 14.07 of the General Conditions within 150 calendar days after the date when the Contract Times commence to run. The substantial completion schedule will be further defined with the final contract.*
4. Please provide any contact info for parking lot (145 W Lincoln St) or grassy area across river?  
**RESPONSE: The City will acquire the temporary construction easement at 145 W. Lincoln. The contractor will be responsible for the maintenance and full restoration of the work area and temporary construction easement to existing conditions prior to final completion.**
5. What is your idea about barge work mentioned on cost proposal (equipment rental item 3), where do we put in/out?  
**RESPONSE: The closest public river access for launching water equipment outside of the project area is Cypress Bend Park.**
6. Sheet pile dewatering system is not feasible due to river substrate. Portadam system would work but limits of construction might need to be expanded to accommodate footprint of Portadam system. Would that be acceptable?  
**RESPONSE: The Means & Methods of the cofferdam are the responsibility of the Contractor. The City and project team are open to consideration of options proposed by the Contractor through the submittal process.**
7. Detail 2 on sheet C-3 of City Drawings has us removing 8" waterline 50' beyond the demo of the existing stairs. Note on C-4 has us removing this waterline before installation of cofferdam. Please explain how you see us accomplishing this task.  
**RESPONSE: Removing the waterline prior to the cofferdam is noted with the intention of avoiding conflict with the cofferdam installation. The sequence and Means & Methods of performing the work are the responsibility of the Contractor.**



8. Will existing trees, located where proposed permeable concrete is to be installed, be removed?  
**RESPONSE: Yes, all existing vegetation and deleterious material shall be removed by the contractor prior to placing permeable pavement.**
9. Sheet W-1 doesn't show tie in for 5/8" water service to run inside of abandoned 8" water line. Please clarify.  
**RESPONSE: Note #9 details the intent to use the existing 8" WL as a conduit for the proposed water service. Proposed plan is to route proposed water service line through the existing 8" WL to be abandoned.**
10. Sheet DT-2 detail 2 note G calls for water meter to be purchased from NBU. Sheet W-1 calls for water meter to be relocated, note 9. Please clarify.  
**RESPONSE: This is just a meter relocate. NBU will not be providing a new meter. The work shall be clarified to "Remove and Relocate Existing Meter".**
11. Some of the landings of the ADA switchback are depressed and need to be repoured.  
**RESPONSE: The intent of the project is to grind the high side of the transitions whether the landing or ramp are the high side.**
12. There is a tree in conflict with relocation of water meter.  
**RESPONSE: The contractor shall remove the tree as required for the meter and/or waterline installation.**
13. There is no mention of utilizing a turbidity curtain. Highly suggested to mitigate sediment loading downstream.  
**RESPONSE: Per the general notes, the Contractor is required to prepare the SWPPP with erosion and sediment controls and submit as a submittal. If a turbidity curtain is needed to mitigate sediment downstream, it should be included in the SWPPP.**
14. Plans call for removal of 55' of 8" waterline, cost proposal form calls for 40'. Please clarify.  
**RESPONSE: 55' is an approximate length of removal to satisfy Utility Note #10. Per Sheet C-3, remove existing 8" water line, starting at station 12+53, such that minimum 2 foot of cover is achieved from the Comal River floor, and the remaining water line shall be abandoned in place. The total length of actual waterline removal will be determined after satisfying construction conditions given in Utility Note #10. This is estimated at 55' and will be field verified for payment. An updated Proposal Form will be issued via addendum.**
15. Does 5/8" proposed waterline inside 8" abandoned waterline need to be restrained or installed with spacers? Please provide any details to help provide pricing.  
**RESPONSE: No spacers or grouting are required.**
16. What is the size of waterline pipe that we need to tie into for proposed 5/8" waterline?  
**RESPONSE: The existing watermain in the roadway is 8".**
17. Is solid limestone considered to be an obstruction as mentioned in spec section 31 63 33 Micropiles 3.01 B 2? Can a DTH hammer be utilized to drill through possible solid limestone found in the area through site visit?



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**RESPONSE:** Should limestone or other similar type of material be encountered, use of a DTH hammer would be considered a viable means for advancing through the obstruction. Details of the DTH hammer and its use would be subject to the submittal requirements given in specification section 31 63 33 Micropiles, paragraph 1.02 B. In addition, the contractor's engineer would need to adjust his design for the conditions encountered.