

**CITY OF NEW BRAUNFELS**  
joint solicitation with  
**NEW BRAUNFELS UTILITIES**



**REQUEST FOR COMPETITIVE SEALED PROPOSALS**  
for

**CITY-WIDE STREETS PROGRAM -S. UNION AVENUE IMPROVEMENTS  
(COMMON ST-LINCOLN ST)**

**Solicitation # CSP 24-032**

Date Issued:

June 26, 2024

**RESPONSES MUST BE RECEIVED NO LATER THAN:  
3:00 P.M. CST July 30, 2024**

Proposal  
Bond: 5%

Performance  
Bond: 100%

Payment  
Bond: 100%

Location: New Braunfels City Hall, 550 Landa Street, New Braunfels, TX 78130

**New Braunfels Purchasing Department:**

Barbara Coleman

Phone: 830-221-4389

Email: [bcoleman@nbtexas.org](mailto:bcoleman@nbtexas.org)



## SOLICITATION AND OFFER

City of New Braunfels  
Purchasing  
550 Landa Street  
New Braunfels, Texas 78130

**Solicitation Number:** CSP 24-032  
**City-wide Streets Program S. Union Ave.**  
**Improvements**

Invitation for Bid (IFB)  
 Competitive Sealed Proposal (CSP)

**Date Issued:**  
**June 26, 2024**

### SOLICITATION

A non-mandatory Pre-Proposal Conference will be hosted remotely on **July 11, 2024 at 10:00 am (CST)**.

Questions may be submitted until close of business day on **July 12, 2024, 5:00 P.M. (CST)**.

Proposers must submit proposals in a signed original, with 1 hard copy, and 1 in digital format (.pdf File on USB Thumb Drive). Proposals will be **received and read aloud** at the New Braunfels City Hall, City Secretary Office at the address shown above until **3:00 P.M. (CST), July 30, 2024**.

Proposals received after the time and date set for submission will be returned, unopened, upon request.

For information regarding this solicitation, contact:  (NO collect calls, Telegraphic, Email, On-Line or Fax offers accepted)	<u>Purchasing Representative</u> Barbara Coleman Purchasing Manager	Email : BColeman@nbtx.org Phone : (830) 221-4389 Fax: (830) 608-2112
5% Proposal Bond Required:	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	(If YES, refer to information in Section 5.)
100% Payment Bond Required:	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	(If YES, refer to information in Section 5.)
100% Performance Bond Required:	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	(If YES, refer to information in Section 5.)

### OFFER

(This portion must be fully completed by Proposer.)

In compliance with the solicitation documents, the undersigned in compliance with the Solicitation and Instructions to proposers and having examined the Project Manual, Drawings, Addenda and being familiar with the character of work included in these solicitation documents, proposes to furnish all pertinent labor, permits, machinery, tools, supplies and equipment necessary and to perform all work required to complete the Project for the unit prices for work in place for the items and quantities identified in the attached Solicitation Schedule.

The Owners reserves the right to reject any and all bids and may reject a bid if a bidder does not acknowledge receipt of all addenda issued by the Owners.

CONTRACT AWARD SHALL INCLUDE ALL ASSOCIATED SOLICITATION DOCUMENTS, ATTACHMENTS, AND ADDENDA.  
SIGNATURE IS MANDATORY; MANUALLY SIGN ORIGINAL DOCUMENT AND ALL REQUESTED COPIES SUBMITTED.

1) **Proposer's State of Residence:** \_\_\_\_\_ (Refer to information in Section 5 Article 22.)

Name And Address of Proposer:	Name and Title of Person Authorized to Sign Offer:  E-Mail Address:  Telephone Number:  Fax Number:
--	---

<b>Signature:</b>  Name, Address, E-mail Address, and Telephone Number of Person authorized to conduct negotiations on behalf of Proposer. (Applies to Request for Proposal only.)	<b>Date:</b>
---	--------------

**TABLE OF CONTENTS****COMPETITIVE SEALED PROPOSAL**

Section 1	Solicitation and Offer
Section 2	Table of Contents
Section 3	Instructions for Response
Section 4	General Information
Section 5	Terms and Conditions
Section 6-29	Project Manual

**Exhibits & Attachments:**

Exhibit 1	Cost Proposal Form
Exhibit 2	Bond Forms - Bid, Performance/Surety, Warranty
Exhibit 3	Prevailing Wage Schedule
Exhibit 4	Vendor Certifications
Exhibit 5	Supplementary Conditions
Exhibit 6	Special Provisions
Exhibit 7	Sample Contract

Attachment A1: City of New Braunfels Roadway Plans

Attachment A2: New Braunfels Utilities Plans

Attachment B1: Roadway Technical Specifications

Attachment B2: Utility Technical Specifications

**PROJECT MANUAL**

Section 6	General Conditions
Section 7	Supplementary Conditions
Section 8	Special Provisions
Section 9	Definitions and Terminology
Section 10	Contractor's Use of Premises
Section 11	Measurement and Payment Procedures
Section 12	Change Order Procedures
Section 13	Geotechnical Data
Section 14	Coordination and Meetings
Section 15	Submittals
Section 16	Temporary Facilities and Services
Section 17	TPDES General Permit for Construction
Section 18	Construction Photographs
Section 19	Contractor's Quality Control
Section 20	Mobilization

Section 21	Materials and Equipment
Section 22	Project Identification Signs
Section 23	Testing Lab Services
Section 24	Surveying
Section 25	Tree and Plant Protection
Section 26	Product Options and Substitutions
Section 27	Project Record Documents
Section 28	Starting Systems
Section 29	Contract Close-out

**TECHNICAL SPECIFICATIONS**

The Construction Specifications for this Project are included in the Contract Documents.

*TxDOT Standard Specifications for Construction and Maintenance of Highways, Streets, and Bridges (November 1, 2014)* specifications will apply to City of New Braunfels S. Union Avenue Improvements (Common St-Lincoln St)

*City of New Braunfels Utility Standard Specifications* will apply to S. Union Ave Water Line Improvements (San Antonio St-Lincoln St).

All water utility work under this Project is subject to the inspection and acceptance by NBU or a duly authorized agent of NBU. Contractor is responsible for providing written notice to NBU no less than 48 hours in advance of commencing work under this Project. All work shall conform to the current New Braunfels Utilities Water Connection Policy.

**STANDARD DETAILS & TECHNICAL SPECIFICATIONS:**

The Standard Details for this Project are included in the construction drawings. In the event a standard detail is not shown, the current version of the *City of San Antonio Standard Details for Construction*, TxDOT Standard Details and NBU Standard Detail Drawings for Construction (as amended and revised) will apply for this Project where applicable.

All traffic control modifications submitted to the City by the Contractor shall conform with the Texas Manual on Uniform Traffic Control Devices (TMUTCD, Revision 2, October 2014) and be signed/sealed by a registered professional engineer licensed in Texas.

**SECTION 3**  
**INSTRUCTIONS FOR RESPONSE**

### **03.01 AVAILABLE DOCUMENTS**

S. Union Avenue Improvements (Common St-Lincoln St) - Proposals are due July 30, 2024 at 3:00 P.M. (Central Time) at the City of New Braunfels - City Secretary's Office at 550 Landa Street, New Braunfels, Texas 78130. Solicitation documents may be obtained from:

- Purchasing staff at the New Braunfels City Hall
- the BidNet Direct website, <http://www.bidnetdirect.com/texas>
- the City of New Braunfels' website, <https://www.nbtexas.org/2694/Solicitations>

### **03.02 PRE-PROPOSAL CONFERENCE**

A Pre-Proposal Conference will be hosted virtually at **10:00 a.m. (CST) on July 11, 2024**. Remote access via Microsoft Teams instructions are:

#### **Join the meeting now**

Meeting ID: 235 782 716 493

Passcode: 7GFvhS

---

#### **Dial in by phone**

[+1 346-352-9877,,47721338#](tel:+13463529877) United States, Houston

[Find a local number](#)

Phone conference ID: 477 213 38#

Attendance is not mandatory, but due to the complexity of the project, it is strongly recommended. Proposers are encouraged to attend and participate in the conference. The City will transmit to all prospective Proposers of record such Addenda as the City considers necessary in response to questions arising at the conference. Oral statements may not be relied upon and will not be binding or legally effective.

Pre-Proposal conference minutes and any addendum may be downloaded at The BidNet Direct website <https://www.bidnetdirect.com/texas/city-of-new-braunfels> and the City of New Braunfels' website, <https://www.nbtexas.org/2694/Solicitations>.

### **03.03 SUBMISSION OF PROPOSAL**

Companies responding to the CSP must follow the instructions below.

The statements which follow request information that the Evaluation Committee will utilize to evaluate the proposal. Each statement should be specifically addressed. Failure to respond to a statement may result in a proposal being deemed non-responsive and, therefore, not considered in the selection Process.

To achieve a uniform review process and to obtain a maximum degree of comparability, the City of New Braunfels requires that proposals be submitted with **1 original master (marked original), 1 hardcopy, and 1 digital copy in a .pdf file format saved on a USB thumb drive**. Responses

shall be tabbed and labeled as indicated for consistency.

1. **TAB 1 – Solicitation and Offer Form**; completed and signed.
2. **TAB 1 – Acknowledgment of Addenda**, if applicable.
3. **TAB 2 – Cover Letter**: Name and address of the Proposer, as well as a brief description of the firm and its history
4. **TAB 3 – Executive Summary**: A brief summary highlighting the most important points of the proposal.
5. **TAB 4 – Cost Proposal Form** (Exhibit 1)
6. **TAB 5 – Vendor Certifications** (Exhibit 4)
7. **TAB 6 – Plan and Schedule** as required in Section 4.11.C.3.
8. **TAB 7 – Acceptable Documentation**
  - Bond Form - Proposal Guaranty/Bid Bond in an amount no less than five percent (5%) of price proposal (Exhibit 2)
  - One copy of Certificate of Insurance completed and signed (Section 4.18).
  - Conflict of Interest (Section 4.19.12).
  - Certificate of Interested Parties; Form 1295 (Section 4.19.11). Requested with response.
9. **TAB 8 – Required information indicated in Drawings, if applicable.**
10. **Required after contract award – Performance, Payment and Maintenance Bonds – (Exhibit 2)**

Proposal shall include all specified items in this section and be placed in an envelope, sealed and clearly identified on outside as a Proposal to Owners, with Proposer's name and address, and project name. Failure to submit Proposal in this manner may subject Proposer to disqualification. Proposal may be mailed or delivered (in person or by Express Mail or delivery service) to:

**Delivery**

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

**Labeled**

**CSP 24-032 CW Street Project - S. UNION AVENUE IMPROVEMENTS**  
**Project Due: July 30, 2024 at 3:00 PM (CST)**

When sent by mail, Express Mail, or delivery service, sealed Proposal (marked as indicated above) shall be enclosed in an additional envelope clearly identified on outside as a Proposal to Owners with Proposer's name and address, Project name, and Proposal date and time. It is the sole responsibility of the Proposer to ensure timely delivery of Proposal. Owners will not be responsible for failure of service on the part of the U.S. Post Office, courier services, or any other form of delivery service chosen by the Proposer.

**03.04 PROPOSALS AND COMPLIANCE PLANS RECEIVED AFTER THE DUE DATE AND TIME STATED ABOVE WILL NOT BE ACCEPTED FOR EVALUATION.**

An abstract of the amounts of the base Proposals and alternatives will be made available to Proposers after the awarding of Proposals.

**03.05 AUTHORIZED CONTACT PERSONS**

The persons listed below may be contacted for information regarding the Invitation for Proposals. If the Proposer contacts any other City employee, including Council Members and members of Boards and Commissions, the Proposer may be found in violation regarding Anti-Lobbying and Procurement.

CITY PROJECT MANAGER:	Adam Miche	830-221-4079
NBU PROJECT MANAGER:	Jessica Robles	726-241-0312
CONTRACT PROCUREMENT REPRESENTATIVE:	Barbara Coleman	830-221-4389

**END OF SECTION**

**SECTION 4**  
**GENERAL INFORMATION****ARTICLE 1 – THE PROJECT**

**04.01** This is a joint Road and Utility Project, New Braunfels City-Wide Street Project-S. Union Avenue Improvements (Common St-Lincoln St), between the City of New Braunfels and New Braunfels Utility ("NBU") (collectively "Owners"). The awarded contract shall have dual Ownership. The joint project will allow the City of New Braunfels to cooperatively purchase construction services in the best interest of both parties. The joint project will benefit from coordinating their respective parts of the Project in order to expedite project construction and realize cost savings and improvements in efficiency and quality of roadway, water and wastewater facilities.

New Braunfels S. Union Avenue Improvements (Common St-Lincoln St) is a project located within the City of New Braunfels.

The Project for which the Work under the Contract Documents may be the whole or only a part is generally described as follows:

**ARTICLE 2 – WORK**

**04.02** Contractor shall complete all Work as specified or indicated in the Plans, Specifications and Contract Documents. The Work is generally described as follows:

The City of New Braunfels and NBU jointly seek proposals for qualified firms to provide construction services for the facilities included in the New Braunfels S. Union Avenue Improvements (Common St-Lincoln St) plans, prepared for the City of New Braunfels.

All proposals shall follow the format provided by the City of New Braunfels.

Owners are seeking a construction company with quality experience as a general contractor with specific experience in general road construction, bridges, mechanically stabilized earth retaining wall systems, underground utilities and storm sewer, and reconstruction/rehab of existing roads of the same or similar type, size, nature and class as the project being proposed. If you are using a sub-contractor for this work, provide the sub-contractor's specific experience in general road construction, bridge, mechanically stabilized earth retaining wall systems, underground utilities and storm sewer, and reconstruction/rehab of existing roads; sidewalk and curb ramps; concrete and asphalt driveways; concrete retaining walls, traffic signals, and traffic control, of the same or similar type, size, nature and class as the project being proposed.

**Statement of Work:**

The project will include milling and overlaying from face of curb to face of curb of S. Union Avenue from Common Street to San Antonio Street with 3" TY C HMAC. Base repair is required from San Antonio Street to Lincoln Street, as per plans. The project includes the replacement of curbs, driveways, sidewalks, and pavement markings to match the existing layout within the project limits. Intersection improvements and new signals will be installed at Common Street and San Antonio Street. Additionally, there will be concrete sidewalk

widening for the existing shuttle stops at Schlitterbahn near Union and Lincoln, and new sidewalk improvements along Union Avenue.

The project also includes the S. Union Ave Water Line Improvements project which includes water main replacement from the intersection of Union Avenue and San Antonio Street to the intersection of Union Avenue and Lincoln Street. The project includes the connection to the existing water main, new service lines, water meters, valves, and water main connections to side streets.

### **ARTICLE 3 – DESIGN ENGINEER**

**04.03** **Ardurra** is the Design Engineer for Union Avenue Street Improvements.

**Freese and Nichols** is the Design Engineer for Union Avenue Water Main Improvements.

### **ARTICLE 4 – CONTRACT TIMES**

#### **04.04.01 Time of the Essence**

A. All time limits for Milestones, if any, Substantial Completion, and completion and readiness for final payment as stated in the Contract Documents are of the essence of the Contract.

B. **Days to Achieve Substantial Completion and Final Payment**

The Work will be substantially completed within 180 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 210 calendar days after the date when the Contract Times commence to run. The substantial completion schedule will be further defined with the final contract.

#### **04.04.02 Liquidated Damages**

Contractor and Owners recognize that time is of the essence of the Agreement and that Owners will suffer financial loss if the Work is not completed within the times specified in Paragraph 04.04.01 above, plus any extensions thereof allowed in accordance with Article 12 of the General Conditions. The parties also recognize the delays, expense, and difficulties involved in proving in a legal or arbitration preceding the actual loss suffered by Owners if the Work is not completed on time. Accordingly, instead of requiring any such proof, Owners and Contractor agree that as liquidated damages for delay (but not as a penalty), Contractor shall pay Owners \$1,285 for each calendar day that expires after the time specified in Paragraph 04.04.01 for Substantial Completion until the Work is substantially complete. After Substantial Completion, if Contractor shall neglect, refuse, or fail to complete the remaining Work within the Contract Time or any proper extension thereof granted by Owners, Contractor shall pay Owners \$1,285 for each calendar day that expires after the time specified in Paragraph 04.04.01 for completion and readiness for final payment until the Work is completed and ready for final payment.

**ARTICLE 5 – PROJECT COSTS**

**04.05** The estimated construction cost is approximately \$2,580,000 for the City of New Braunfels' portion and \$1,360,000 for New Braunfels Utility's portion. This amount includes all incidental and contingent expenses associated with the construction of the Project.

**ARTICLE 6 - CONTRACT PRICE**

**04.06** Owners shall pay Contractor for completion of the Work in accordance with the Contract Documents an amount in current funds equal to the sum of the amounts determined pursuant to Paragraphs 04.07 below:

- A. For all Work, at the unit prices stated in Contractor's Proposal.

**ARTICLE 7 - PAYMENT PROCEDURES****04.07.01 Submittal and Processing of Payments**

Contractor shall submit Applications for Payment in accordance with Article 14 of the General Conditions and Exhibit 5, "Supplementary Conditions."

**04.07.02 Progress Payments; Retainage**

Owners shall make progress payments on account of the Contract Price on the basis of Contractor's Applications for Payment on or about the 15th day of each month during performance of the Work as provided herein.

A. Prior to Substantial Completion, progress payments will be made in an amount equal to the percentage indicated below but, in each case, less the aggregate of payments previously made and less such amounts as Design Engineer may determine or Owners may withhold, including but not limited to liquidated damages, in accordance with Paragraph 14.02 of the General Conditions:

- i. 95% (percent) of Work completed (5% retained).
- ii. 95% (percent) of cost of materials and equipment not incorporated in the Work (5% retained).

**04.07.03 Final Payment**

Upon final completion and acceptance of the Work in accordance with Section 6 of the Project Manual, Article 14.07 of the General Conditions, Owners shall pay the remainder of the Contract Price as recommended by Design Engineer as provided in said Paragraph 14.07.

**ARTICLE 8 - DEVIATION FROM SPECIFICATION/ REQUIREMENTS**

**04.08** Please read the requirements thoroughly and be sure that your response complies with all requirements/specifications noted. Any variation from the solicitation requirements/specifications must be clearly indicated by letter, on a point-by-point basis, attached

to and made a part of your response. If no exceptions are noted, and you are the successful respondent, Owners will require that the good/service(s) be provided as specified.

## ARTICLE 9 - CONTRACTOR'S REPRESENTATIONS

**04.09** In order to induce Owners to enter into the awarded contract, Contractor makes the following representations:

- A. Contractor has examined and carefully studied the Contractor Documents and the other related data identified in the bidding documents.
- B. Contractor has visited the site and become familiar with and is satisfied as to the general, local, and site conditions that may affect cost, progress, and performance of the Work.
- C. Contractor is familiar with and is satisfied as to all federal, state, and local Laws and Regulations that may affect cost, progress, and performance of the Work.
- D. Contractor has obtained and carefully studied (or assumes responsibility for doing so) all examinations, investigations, explorations, tests, studies, and data concerning conditions (surface, subsurface, and underground facilities) at or contiguous to the site which may affect cost, progress, or performance of the Work or which relate to any aspect of the means, methods, techniques, sequences, and procedures of construction to be employed by Contractor, including any specific means, methods, techniques, sequences, and procedures of construction expressly required by the bidding documents, and safety precautions and programs incident thereto.
- E. Contractor does not consider that any further examinations, investigations, explorations, tests, studies, or data are necessary for the performance of the Work at the contract price, within the contract times, and in accordance with the other terms and conditions of the Contract Documents.
- F. Contractor is aware of the general nature of work to be performed by Owners and others at the site that relates to the Work as indicated in the Contract Documents.
- G. Contractor has correlated the information known to Contractor, information and observations obtained from visits to the site, reports and drawings identified in the Contract Documents, and all additional examinations, investigations, explorations, tests, studies, and data with the Contract Documents.
- H. Contractor has given the Purchasing Representative written notice of all conflicts, errors, ambiguities, or discrepancies that Contractor has discovered in the Contract Documents, and the written resolution thereof by the City of New Braunfels is acceptable to Contractor.
- I. The Contract Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work.

## ARTICLE 10 - CONTRACT DOCUMENTS

**04.10** Contractor shall complete all Work as specified or indicated in the Contract

Documents as listed in, Section 4 of the Project Manual Article 2 – Work.

## **ARTICLE 11 - COMPETITIVE SEALED PROPOSALS**

**04.11** This request for competitive sealed proposals is presented in accordance with Section 2269.151 Texas Government Code and Owners requirements.

- A. Owners will evaluate proposals according to the process and criteria listed below. Each of the criteria has been assigned an appropriate weight by Owners. Following an analysis and valuation of the Proposals, ranking of the Proposer will be made based upon the evaluation criteria. In the event of a tie in the rankings, Owners will break the tie based upon Owner's determination of which Proposal will provide the best value to the City of New Braunfels and NBU. Subjective judgment on the part of Owners is implicit in the criteria evaluation process. After opening and ranking, award may be made on the basis of the original proposal as is, without discussion, clarification or modification, or the City and NBU may discuss with the selected Proposer, offers for cost adjustment and other elements of the Proposal.
- B. Any Proposal may be considered unacceptable if the City or NBU determines it fails to provide adequate technical and price information as specified in this Instruction to Proposer.
- C. Evaluation Criteria: The proposals submitted in response to this competitive sealed proposal (CSP) will be reviewed by a committee assembled by Owners.

**The following criteria will be used by the evaluation committee to evaluate and rank the proposals:**

Points	Description
<b>65</b>	<b>Cost Proposal Price</b>
<b>20</b>	<b>Experience and Qualifications</b>
<b>15</b>	<b>Proposed Project Timelines</b>

### **1. Cost Proposal Form – (65 Points)**

- a) Owners will consider the total contract cost as part of its evaluation.

### **2. Relevant Experience and Qualifications – (20 Points)**

**See Exhibit 4: Qualifications of Proposer**

- a) Experience as a general contractor with specific experience in general road construction, underground utilities, traffic signals, and reconstruction/rehab of existing roads including TxDOT and NBU

standards & specifications of the same or similar type, size, and nature as the project being proposed.

- Minimum experience is indicated in this section 4.11.C.2.c and Exhibit 4. Consideration will be given to the number of years of the Proposer has been in business.
- Project team qualification and experience will be considered.
- Previous work with the City or NBU will be considered.

b) If you are using a sub-contractor for this work, provide the sub-contractor's specific experience in general road construction, bridge and mechanically stabilized earth retaining wall systems, underground utilities and storm sewer, and reconstruction/rehab of existing roads; sidewalk and curb ramps; concrete and asphalt driveways; concrete retaining walls, traffic signals, and traffic control, of the same or similar type, size, nature and class as the project being proposed.

c) Consideration will be given to experience for projects which are:

- occupied or substantially **complete**, as a Prime Contractor or subcontractor within the last five years.
- at a cost in excess of **\$4,000,000** that your company is **presently** constructing as a Prime Contractor or subcontractor.
- past relationship of the Prime Contractor or subcontractor on projects with the City or NBU as the owners.

d) Other Considerations – such as historical information and facts as per Section 4.10.D “Other Considerations” and qualifications from Exhibit 4.

### 3. Proposed Project Timelines – (15 Points)

Represent a potential plan and schedule for performing the work for each project.

- a) Baseline Schedule – Provide a proposed baseline schedule in Microsoft Projects for this Work defining critical path.
- b) Schedule Strategies –Provide strategies which are included in the proposal to minimize delays and areas for possible time savings. The City and NBU desire to begin construction immediately upon award to minimize disruption to local residents, particularly when local schools are in session. Schedule strategies aligning with this intent are preferred.

### 4. Financial Capacity to perform the work – (pass/fail)

- a) Provide evidence of financial capability and stability which must be appropriate to the size and scope of this project.
- b) List bank references, including contact name and title, address and phone of contact person.

- c) This is a Pass or Fail. Any Proposer receiving a score of "Fail" will be automatically disqualified.

**Total Points Possible: 100 Points**

- D. **Other Considerations:** The City and NBU reserve the right to consider historical information and facts, whether gained from the proposal, references, or any other source, in the evaluation process. The City and NBU further reserve the right to consider a submitter's background, personnel, experience, financial and other references, management practices, exceptions to the CSP or subsequent contract, and any working relationships, past or present, a submitter may have with its other clients.
- E. **Presentations/Interviews: (weighted at 10 points):** After the proposals have been initially ranked based solely upon the selection criteria above, Owners, in their sole discretion, may conduct oral interviews of respondents. The number of respondents invited to interview will depend on the scores following evaluation of the written proposal responses. Only the highest ranked Respondents that are, on the basis of their written proposal, qualified to perform the work will be invited for interviews. If Owners choose to conduct interviews, selected Proposers will be notified of the time and place for the interview; the interview format and agenda; and individuals from the firm expected to participate in the interview as a minimum standard. Failure to participate in the interview, if requested, may result in disqualification of the proposal. Respondents selected for interview will be scored based on the interview for a maximum score of 10 points. The interview points will be added to the initial proposal score for final total score, on which the final rankings will be based. Owners reserve its right to reevaluate or rescore any submission post-interview based on information learned during the interview process that is materially different than the Proposer's original submission.

F. **Proposed Project Schedule:**

DATE	MILESTONE
June 26, 2024	Issuance: City of New Braunfels Website: <a href="https://www.nbtexas.org/2694/Solicitations">https://www.nbtexas.org/2694/Solicitations</a> Bidnet Direct: <a href="https://www.bidnetdirect.com/texas/city-of-new-braunfels">https://www.bidnetdirect.com/texas/city-of-new-braunfels</a>
July 11, 2024	Pre-proposal Meeting at 10 a.m. – Non Mandatory will be hosted remotely
July 12, 2024	Deadline for questions and requests for clarification
TBD	Release of Addendum – Answers to questions
July 30, 2024 3:00 pm CST)	Competitive Sealed Proposal (CSP) submission deadline & time

Sept. 2024	Anticipated approval, and award of Contract, by City Council & NBU Board of Trustees
TBD	Anticipated Notice to Proceed date

## ARTICLE 12 - GENERAL CONTRACTOR REGISTRATION

**04.12** Ordinance 2008-43 requires all general Contractors and their Subcontractors to be registered with the City of New Braunfels before commencing work within city limits. All information may be obtained from the Planning & Community Development Department, Building Division on the City's website, [www.nbtexas.org](http://www.nbtexas.org). In addition to topics such as permitting and fees, et cetera, the "Forms and Applications" hyperlink has links to the required "**Contractor's Registration Packet**" and "**Sub-Contractor Registration**" forms. Additional information may be provided by calling the Building Division at (830) 221-4060.

## ARTICLE 13 - PROPOSAL GUARANTY

**04.13** All Proposals shall be accompanied by an acceptable Proposal Guaranty in an amount of not less than five percent (5%) of the total Proposal Amount, as specified in Terms and Conditions, Section 5, Article 5.

## ARTICLE 14 - CONTRACT SECURITY

**04.14** The required Performance and Payment Bonds must be delivered to Owners not later than 10 days after Notice of Award is issued to Contractor. Refer to Exhibit 2 for the City Bond Forms.

## ARTICLE 15 - PERFORMANCE AND PAYMENT BONDS

**04.14** When Performance or Payment Bonds are required, each shall be issued in equal to the Contract Amount as security for the faithful performance or payment of all Contractors' obligations under the Contract Documents.

## ARTICLE 16 - WARRANTY BOND

**04.16** Not Required for this Project.

## ARTICLE 17 - MINIMUM WAGES AND PREVAILING WAGE RATES

**04.17** Minimum wage rates have been established and are specified in Section 5, Articles 23 and 24, "Wage Rates."

Refer to Exhibit 3, "Prevailing Wage Schedule."

## ARTICLE 18 - INSURANCE AND LIABILITY COVERAGE

**04.18** In accordance with the contract Documents, Contractor shall provide and maintain at its expense, insurance with limits not less than those prescribed below. With respect to required insurance, Contractor shall:

- A. Name City of New Braunfels and New Braunfels Utilities as additional insured/or an insured, as its interests may appear.
- B. Provide City of New Braunfels and New Braunfels Utilities a waiver of subrogation.
- C. Provide City of New Braunfels and New Braunfels Utilities with a thirty (30) day advance written notice of cancellation or material change to said insurance.
- D. Provide the Purchasing Representative at the address shown on Page 1 of this contract, a Certificate of Insurance evidencing required coverage within ten (10) days after receipt of Notice of Award.

Submit a certificate of insurance reflecting coverage as follows:

a. Automobile Liability:

Bodily Injury (Each person)	-	\$1,000,000.00
Bodily Injury (Each accident)	-	\$1,000,000.00
Property Damage	-	\$1,000,000.00

b. General Liability (Including Contractual Liability):

Bodily Injury	-	\$1,000,000.00
Property Damage	-	\$1,000,000.00
Aggregate	-	\$2,000,000.00

c. Excess Liability:

Umbrella Form	-	\$5,000,000.00
---------------	---	----------------

d. Worker's Compensation:

<u>Or Employer's Liability Insurance:</u>	-	Statutory
---	---	-----------

Each Accident	-	\$1,000,000.00
---------------	---	----------------

Disease each employee	-	\$1,000,000.00
-----------------------	---	----------------

Policy Limit	-	\$1,000,000.00
--------------	---	----------------

## ARTICLE 19 - MISCELLANEOUS

### 04.19.01 Terms

Terms used in this CSP will have the meanings stated in the Section 6 of the Project Manual, Article 1 of the General Conditions and Section 9 of the Project Manual, Article 1 and as elsewhere defined throughout the Contract Documents.

### 04.19.02 Assignment of Contract

No assignment by a party hereto of any rights under or interests in the Contract will be binding on another party hereto without the written consent of the party sought to be bound; and, specifically but without limitation, moneys that may become due and moneys that are due may not be assigned without such consent (except to the extent that the effect of this restriction may be limited by law), and unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under the Contract Documents.

### 04.19.03 Successors and Assigns

Owners and Contractor each binds itself, its partners, successors, assigns, and legal representatives to the other party hereto, its partners, successors, assigns, and legal

representatives in respect to all covenants, agreements, and obligations contained in the Contract Documents.

#### **04.19.04 Severability**

Any provision or part of the Contract Documents held to be void or unenforceable under any law or regulation shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon Owners and Contractor, who agree that the Contract Documents shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

#### **04.19.05 Contractor's Certifications**

Contractor certifies in Exhibit 4, "Vendor Certifications," it has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for or in executing the Contract. For the purposes of this Paragraph:

- A. "corrupt practice" means the offering, giving, receiving, or soliciting of anything of value likely to influence the action of a public official in the bidding process or in the Contract execution;
- B. "fraudulent practice" means an intentional misrepresentation of facts made
  - 1. to influence the bidding process or the execution of the Contract to the detriment of Owners,
  - 2. to establish Bid or Contract prices at artificial non-competitive levels, or
  - 3. to deprive Owners of the benefits of free and open competition;
- C. "collusive practice" means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owners, a purpose of which is to establish Bid prices at artificial, non-competitive levels; and
- D. "coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.

#### **04.19.06 Contracts with Companies that Boycott Energy Companies**

Contractor represents and warrants that: (1) it does not, and will not for the duration of the contract, boycott energy companies or (2) the verification required by Section 2276.002 of the Texas Government Code does not apply to the contract.

If Contractor is a company with 10 or more full-time employees and if this Agreement has a value of at least \$100,000 or more, Contractor verifies that, pursuant to Texas Government Code Chapter 2276, it does not boycott energy companies; and will not boycott energy companies during the term of the Agreement. This verification is not required for an agreement where a governmental entity determines that these requirements are inconsistent with the governmental entity's constitutional or statutory duties related to the issuance, incurrence, or management of debt obligations or the deposit, custody, management, borrowing, or investment of funds.

**04.19.07 Contracts with Companies that Discriminate Against Firearm Industry**

Contractor verifies that (1) it does not, and will not for the duration of the contract, have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association or (2) the verification required by Section 2274.002 of the Texas Government Code does not apply to the contract.

If Contractor is a company with 10 or more full time employees and if this Agreement has a value of at least \$100,000 or more, Contractor verifies that, pursuant to Texas Government Code Chapter 2274 it does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association and will not discriminate during the term of the contract against a firearm entity or firearm trade association.

**04.19.08 Contracts with Companies Boycotting Israel**

Contractor certifies in Exhibit 4, "Vendor Certifications," it has not boycotted Israel currently and will not boycott Israel during the term of the contract, pursuant to Chapter 2271, Texas Government Code.

**04.19.09 Anti-Lobbying and Procurement**

Lobbying activities or representations by the proposer are prohibited between the date that the solicitation is issued and the date of contract execution.

During a no-contact period, a proposer shall make a representation only through the authorized contact person.

During the no-contact period, a bidder may not make a representation to a City or NBU official or to a City or NBU employee other than to the authorized contact person. This prohibition also applies to a vendor that makes a representation and then becomes a proposer.

The prohibition of a representation during the no-contact period applies to a representation initiated by a proposer, and to a representation made in response to a communication initiated by a City or NBU official or a City or NBU employee other than the authorized contact person.

**04.19.10 Safeguarding of Information and Data**

The Contractor shall safeguard all information and data provided by the City or NBU. Further, Contractor shall not sell or make available data or mailing lists compiled from data received from the City or NBU without the express written approval of the City Council, through the City's Purchasing Representative, with appropriate remuneration to the City or NBU.

**04.19.11 Certificate of Interested Parties (Form 1295)**

Texas Government Code Section 2252.908, and the rules issued by the Texas Ethics Commission (TEC) found in Title 1, Sections 46.1, 46.3 and 46.5 of the Texas Administrative Code, require a business entity to submit a completed **Certificate of Interested Parties (Form 1295)** to the City before the City may enter into a contract with

that business entity unless the business entity submits a disclosure of interested parties to the governmental entity or state agency at the time the business entity submits the signed contract to the governmental entity or state agency.

The law applies only to a contract of a governmental entity or state agency that either (1) requires an action or vote by the governing body of the entity or agency before the contract may be signed or (2) has a value of at least \$1 million. The disclosure requirement applies to a contract entered into on or after January 1, 2016.

**Standard Filing Process:** Form 1295 is accessible at, and must be completed online, at the following web address: [https://www.ethics.state.tx.us/whatsnew/elf\\_info/form1295.htm](https://www.ethics.state.tx.us/whatsnew/elf_info/form1295.htm)

A business entity must enter the required information as directed on Form 1295 and then print a copy of the completed form after it has been submitted online. It is important to note that the information that is required in 'Certification Number' and 'Date Filed' fields in the 'Certification of Filing' box on the form will not be generated until the form has been submitted, not saved. An authorized agent of the business entity must then complete the information required in the "Unsworn Declaration" field of the form and sign the printed copy of the form, containing the unique Certification Number and filing date. The completed and signed Form 1295 must be filed with the governmental body or state agency with which the business entity is entering into the contract; the governmental body or state agency will subsequently acknowledge the Certificate of Interested Parties (Form 1295) on the TEC website.

**Solicitation Document:** If a completed Form 1295 is requested in a solicitation document issued by the City, Respondent shall reference the City's solicitation number in Box 3 of the form as a contract number is not generated until the award of a contract by City Council. Respondents must submit the original signed form with their response to the solicitation. The City will subsequently acknowledge the Certificate of Interested Parties (Form 1295) on the TEC website after the contract has been awarded.

#### 04.19.12 Requirement for Disclosure of Conflict of Interest

In accordance with Chapter 176 of the Texas Local Government Code, "Disclosure of Certain Relationships with Local Government Officers," persons, or their agents who seek to contract for the sale or purchase of property, goods, or services with the City, shall file a **Conflict of Interest Questionnaire (Form CIQ)** with the City Secretary if the vendor has a business relationship as defined by Section 176.001(1-a) with the City and the vendor meets requirements under Section 176.006(a).

**Form CIQ** is available from the Texas Ethics Commission by accessing the following web address: [https://www.ethics.state.tx.us/filinginfo/conflict\\_forms.htm](https://www.ethics.state.tx.us/filinginfo/conflict_forms.htm)

The Conflict of Interest Questionnaire (Form CIQ) is required to be filed within 7 business days of:

- a. Beginning of discussions or negotiations to enter into a contract with the City; or

b. Submission of an application, response to a request for proposals or bids, correspondence or other writing related to a potential agreement with the City.

If requested in the solicitation document, all respondents are to submit a completed Conflict of Interest Questionnaire (Form CIQ) with their proposal in addition to submitting a completed Form CIQ to the office of the City Secretary located at 550 Landa Street; New Braunfels, Texas 78130.

By law, Form CIQ must be filed with the City Secretary no later than the 7th business day after the date the vendor becomes aware of facts that require the statement to be filed as per Section 176.006(a-1). A vendor commits an offense if the vendor knowingly violates Section 176.006, Local Government Code. An offense under this section is a misdemeanor.

**END OF SECTION**

**SECTION 5**  
**TERMS AND CONDITIONS****ARTICLE 1 DEFINED TERMS**

**05.01.01** Terms used in these Terms and Conditions, which are defined in the General Conditions of the Contract Documents, have the meanings assigned to them in the General Conditions. The term "Proposer" means one who submits a Proposal directly to Owners, as distinct from a sub-Proposer, who submits a proposal to a Proposer. The term "Successful Proposer" means the lowest, qualified, responsible and responsive Proposer to whom Owners (on the basis of Owners evaluation as hereinafter provided) makes an award. The term "Proposal Documents" includes the Advertisement or Invitation to Proposal, General Terms and Conditions, the Proposal Form, and the Contract Documents (including all Addenda issued prior to receipt of Proposals).

**ARTICLE 2 COPIES OF PROPOSAL DOCUMENTS**

**05.02.01** Complete sets of the Proposal Documents in the number and for the sum stated in the Advertisement or Competitive Sealed Proposal may be obtained from Owners. The sum for the Project Documents is not refundable.

**05.02.02** Complete sets of Proposal Documents must be used in preparing Proposals; neither Owners nor Design Engineer assumes any responsibility for errors or misinterpretations resulting from the use of incomplete sets of Proposal Documents.

**05.02.03** Owners, in making copies of Proposal Documents available on the above terms, do so only for the purpose of obtaining Proposals on the Work and do not confer a license or grant for any other use.

**05.02.04** Complete sets of Proposal Documents may be downloaded at <http://www.bidnetdirect.com/texas>, unless otherwise notified.

**ARTICLE 3 EXAMINATION OF CONTRACT DOCUMENTS AND SITE**

**05.03.01** It is the responsibility of each Proposer before submitting a Proposal, to: (a) examine the Contract Documents thoroughly; (b) visit the site to become familiar with local conditions that may affect cost, progress, performance or furnishing of the Work; (c) consider federal, state and local Laws and Regulations that may affect cost, progress, performance or furnishing of the Work; (d) study and carefully correlate Proposer's observations with the Contract Documents; and (e) notify the City of all conflicts, errors or discrepancies in the Contract Documents.

**05.03.02** Information and data reflected in the Contract Documents with respect to Underground Facilities at or contiguous to the site is based upon information and data furnished to Owners and Design Engineer by Owners of such Underground Facilities or others and Owners does not assume responsibility for the accuracy of completeness thereof unless it is expressly provided otherwise in the Supplementary Conditions.

**05.03.03** On request in advance, Owners will provide each Proposer access to the site to conduct such explorations and tests as each Proposer deems necessary for submission of a

Proposal. Proposer shall fill all holes, clean up, and restore the site to its former condition upon completion of such explorations. The Proposer shall be responsible for the expenses associated with such tests and explorations.

**05.03.04** The lands upon which the Work is to be performed, rights-of-way and easements for access thereto and other lands designated for use by Contractor in performing the Work are identified in the Contract Documents. **All additional lands and access thereto required for temporary construction facilities or storage of materials and equipment are to be provided by Contractor.** Easements for permanent structures or permanent changes in existing structures are to be obtained and paid for by Owners unless otherwise provided in the Contract Documents.

**05.03.05** The submission of a Proposal will constitute an incontrovertible representation by Proposer that Proposer has complied with every requirement of this Article, that without exception the Proposal is premised upon performing and furnishing the Work required by the Contract Documents and such means, methods, techniques, sequences or procedures of construction as may be indicated in or required by the Contract Documents, and that the Contract Documents are sufficient in scope and detail to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work.

#### **ARTICLE 4 INTERPRETATIONS AND ADDENDA**

**05.04.01** All questions about the meaning or intent of the Contract Documents or Proposal Documents are to be directed to Purchasing Representative. Interpretations or clarifications considered necessary by the City in response to such questions will be issued by Addenda emailed, mailed or delivered to all parties recorded by Purchasing Representative as having received the Proposal Documents. Questions received less than ten days prior to the date for opening of Proposals may not be answered. Only questions answered by formal written Addenda will be binding. Oral and other interpretations or clarifications will be without legal effect.

**05.04.02** Addenda may also be issued to modify the Proposal Documents as deemed advisable by Owners.

#### **ARTICLE 5 PROPOSAL GUARANTY**

**05.05.01** All Proposals shall be accompanied by a proposal guaranty in an amount of not less than five percent (5%) of the total Proposal. If the total Proposal amount is \$100,000 or less, Proposer has the option of providing a cashier's or certified check, made payable to City of New Braunfels, or a proposal bond with Power of Attorney attached, issued by a solvent surety authorized under laws of the State of Texas and acceptable to Owners. If the total Proposal amount exceeds \$100,000, the only acceptable proposal guaranty will be a proposal bond with Power of Attorney attached, issued by a solvent surety authorized under laws of the State of Texas and acceptable to Owners.

**05.05.02** Proposal guaranty accompanying the Proposal of the highest ranked Proposer will be retained until the Contract is awarded and the successful Proposer executes Contract and furnishes required bonds and insurance, after which proposal guaranty will be returned to the Proposer. Proposal guaranty accompanying the second lowest Proposer will be retained until Contract is awarded. All other proposal guaranties will be returned after Proposal certification.

**ARTICLE 6 PERFORMANCE AND PAYMENT BONDS**

**05.06.01** When performance or payment bonds are required, each shall be issued in an amount equal to the Contract Amount as security for the faithful performance or payment of all Contractors' obligations under the Contract Documents. Performance and payment bonds shall be issued by a solvent company authorized to do business in the State of Texas and shall meet any other requirements established by law or by Owners pursuant to applicable law.

**ARTICLE 7 WARRANTY BOND**

**05.07.01** Warranty Bond is not required for this solicitation.

**ARTICLE 8 CONTRACT TIME**

**05.08.01** The number of days within which, or the dates by which, the Work is to be completed and ready for final payment (the Contract Time) are set forth in the Agreement.

**ARTICLE 9 SUBSTITUTE AND "OR-EQUAL" ITEMS**

**05.09.01** The Contract, if awarded, will be on the basis of materials and equipment specified or described in the Proposal Documents, or substitute or "or-equal" materials and equipment approved by Owners and identified by Addendum. The materials and equipment described in the Proposal Documents establish a standard of required type, function and quality to be met by any proposed substitute or "or-equal" item. No item of material or equipment will be considered by Owners as a substitute or "or-equal" unless written request for approval has been submitted by Proposal and has been received by Owners at least 7 days prior to the date for receipt of Proposals. Each such request shall conform to the requirements of Article 6.05 of the General Conditions. The burden of proof of the merit of the proposed item is upon Proposer. Owners' decision of approval or disapproval of a proposed item will be final. If Owners approves any proposed item, such approval will be set forth in an Addendum issued to all prospective Proposes. Proposer shall not rely upon approvals made in any other manner.

**ARTICLE 10 SUBCONTRACTORS, SUPPLIERS AND OTHERS**

**05.10.01** If the Contract Documents require the identity of certain Subcontractors, Suppliers, individuals, or entities to be submitted to Owners in advance of a specified date prior to the Effective Date of the Agreement, the apparent Successful Proposer, and any other Proposer so requested, shall within five days after Proposal opening, submit to Owners a list of all such Subcontractors, Suppliers, individuals, or entities proposed for those portions of the Work for which such identification is required. Such list shall be accompanied by an experience statement with pertinent information regarding similar projects and other evidence of qualification for each such Subcontractor, Supplier, individual, or entity if requested by Owners. If Owners, after due investigation, has reasonable objection to any proposed Subcontractor, Supplier, individual, or entity, Owners may, before the Notice of Award is given, request apparent Successful Proposer to submit a substitute. If the Substitute will cause the cost of the work to increase, the Owners may agree to increase the contract price by the corresponding increase.

**05.10.02** If apparent Successful Proposer declines to make any such substitution, Owners may award the Contract to the next ranked Proposer that proposes to use acceptable Subcontractors, Suppliers, individuals, or entities. Declining to make requested substitutions will not constitute grounds for forfeiture of the Proposal security of any Proposer. Any Subcontractor, Supplier, individual, or entity so listed and against which Owners makes no written objection prior to the giving of the Notice of Award will be deemed acceptable to Owners subject to revocation of such acceptance after the Effective Date of the Agreement.

## ARTICLE 11 PREPARATION OF PROPOSAL

**05.11.01** The Proposal Form is included with the Proposal Documents.

- A. All blanks on the Proposal Form shall be completed. Erasures or alterations shall be initialed in ink by the person signing the Proposal Form. A Proposal price shall be indicated for each proposal item or unit price listed therein. In the case of optional alternatives, the words "No Proposal," "No Change," or "Not Applicable" may be entered.
- B. All names shall be printed in ink below the signatures.
- C. The Proposal shall contain an acknowledgment of receipt of all Addenda, the numbers of which shall be filled in on the Proposal Form.
- D. Postal and e-mail addresses and telephone number for communications regarding the Proposal shall be shown.
- E. The Proposal shall contain evidence of Proposer's authority and qualification to do business in the state where the Project is located, or Proposer shall covenant in writing to obtain such authority and qualification prior to award of the Contract and attach such covenant to the Proposal. Proposer's state Contractor license number, if any, shall also be shown on the Proposal Form.

## ARTICLE 12 SUBMISSION OF PROPOSAL

**05.12.01** Each Proposal, completed and signed by person(s) authorized to bind individual, partnership, firm, corporation, or any other legal entity shall be submitted in accordance with Section 3.03.

## ARTICLE 13 BASIS OF PROPOSAL; COMPARISON OF COSTS

### 05.13.01 Unit Price

1. Proposers shall submit a Proposal on a unit price basis for each item of Work listed in the Proposal Form.
2. The total of all estimated prices will be the sum of the products of the estimated quantity of each item and the corresponding unit price.
3. Discrepancies between the multiplication of units of Work and unit prices will be resolved in favor of the unit prices. Discrepancies between the indicated sum of any column of figures and the correct sum thereof will be resolved in favor of the correct sum.

**05.13.02 Lump Sum Price**

1. Proposers shall provide proposal items on a lump sum price for each item of Work listed as such in the Proposal Form.
2. The total of all estimated prices will be the sum of the products of the estimated quantity of each item and the corresponding lump sum price.
3. Discrepancies between the multiplication of units of Work and unit prices will be resolved in favor of the lump sum prices. Discrepancies between the indicated sum of any column of figures and the correct sum thereof will be resolved in favor of the correct sum.

**ARTICLE 14 MODIFICATION AND WITHDRAWAL OF PROPOSALS**

**05.14.01** Proposals may be modified or withdrawn by an appropriate document duly executed (in the manner that a Proposal must be executed) and delivered to the place where Proposals are to be submitted at any time prior to the opening of Proposals.

**05.14.02** If, within twenty-four hours after Proposals are opened, and Proposer files a duly signed, written notice with Owners and promptly thereafter demonstrates to the reasonable satisfaction of Owners that there was a material and substantial mistake in the preparation of its Proposal, that Proposer may withdraw its Proposal and the Proposal security will be returned. Thereafter, that Proposer will be disqualified from further proposal on the work to be provided under the Contract Documents.

**ARTICLE 15 OPENING OF PROPOSALS**

**05.15.01** Proposals will be opened, and the names of the offerors and any monetary proposals will be read aloud. Other content will not be disclosed to competing Proposers and the contents will be kept confidential during negotiations. Until the negotiations are completed, only the number, identity and proposed price of the Proposers submitting Proposals will be made available to the public.

**ARTICLE 16 PROPOSALS TO REMAIN SUBJECT TO ACCEPTANCE**

**05.16.01** The City and NBU shall evaluate and rank each proposal submitted in connection with this Proposal. All Proposals will remain subject to acceptance for one-hundred twenty (120) days after the day of the Proposal opening. Bases on their sole discretion, the City and NBU reserve the right to determine the propriety of any proposal and may disqualify any proposer based on an incomplete, inaccurate, or noncompliant response. Owners may, in its sole discretion, release any Proposal and return the Proposal security prior to that date.

**ARTICLE 17 AWARD OF CONTRACT**

**05.17.01** With recommendation by the evaluation committee, the award of this contract will be provided by the City of New Braunfels City Council and the Board of Trustees of New Braunfels Utilities. The division of cost funding between the City and NBU, as defined in the Post Award Funding Formula within the Memorandum of Understanding between the City and NBU dated the

28<sup>th</sup> of August 2017, will have no bearing on the criteria and decision for award and will be post award.

**05.17.02** Owners reserves the right to reject any and all Proposals, to waive any and all informalities not involving price, time, or changes in the Work and to negotiate contract terms with the Successful Proposer, and the right to disregard all nonconforming, nonresponsive, unbalanced or conditional Proposals. Also, Owners reserves the right to reject the Proposal of any Proposer if Owners believes that it would not be in the best interest of the Project to make an award to that Proposer, whether because the Proposal is not responsive, or the Proposer is unqualified or of doubtful financial ability or fails to meet any other pertinent standard or criteria established by Owners. Discrepancies between the indicated sum of any column of figures and the correct sum thereof will be resolved in favor of the correct sum.

**05.17.03** In evaluating Proposals, Owners will consider the qualifications of the Proposers, whether or not the Proposals comply with the prescribed requirements, and such alternatives, and other data, as may be requested in the Proposal Form or prior to the Notice of Award.

**05.17.04** If the Contract is to be awarded, it will be awarded to the best value Proposer whose evaluation by Owners indicates to Owners that the award will be in the best interest of the Project.

**05.17.05** If the contract is to be awarded, Owners will give the Successful Proposer a Notice of Award within one-hundred twenty (120) days after the day of the Proposal opening.

**05.17.06** Owners reserves the right to increase the value of the contract by adding alternatives described in the Proposal.

**05.17.07** Causes for Rejection; Waiver of Irregularities; Disqualification - In any case, of ambiguity or lack of clarity in stating the prices in the Proposal, the Owners will use the construction most advantageous to it or reject the proposal.

**05.17.08** Other causes for the Owners to disqualify a proposer or reject its proposal include:

- a) The proposal has any omission, alteration of form, addition or condition not called for, or unreasonable or unbalanced unit prices.
- b) The proposal is incomplete or is not accompanied by an acceptable proposal guaranty.
- c) More than one proposal is submitted by the proposer.
- d) There is evidence of collusion among proposers.
- e) There is evidence of unsatisfactory performance, default or litigation with an Owners by the proposer under a previous contract, either with this Owners or with another Owners, including work by the proposer as a subcontractor.
- f) There is evidence that the proposer is behind schedule, in arrears in payment to an employee, subcontractor or material supplier, in default, or in litigation with an Owners under an existing contract.
- g) The Owners determines that the proposer is not responsible because there is evidence that the proposer does not have sufficient qualifications (including without limitation, lack of

experience, poor safety record, insufficient personnel, equipment, financial resources, or any other attribute) to assure the satisfactory completion of the Project.

- h) The Owners determines that the proposer has been convicted of a criminal offense involving fraud, theft, bribery, kickbacks or unlawful gifts to a public official if the conviction occurred within three years immediately preceding either the date of submission of your proposal, the submission of your statement of proposer's qualifications or the advertised contract award date.
- i) More than 50 percent of the work performed by subcontractors to the Contractor.
- j) The proposer does not meet the minimum experience qualifications established in the Statement of Proposer's Qualifications.

**05.17.09** Each proposer by submission of a proposal waives any claims it has or may have against the Owners, the Design Engineer, its sub-consultants and their employees and any other consultants, and any trustees, officers, and employees of Owners, connected with or arising out of the proposal administration, proposal evaluation, recommendation for Contract award, the award of the Contract and the rejection of any proposals.

## **ARTICLE 18 CONTRACT SECURITY**

**05.18.01** The required performance and payment Bonds must be delivered to Owners not later than 10 days after Notice of Award.

## **ARTICLE 19 SALES TAX**

**05.19.01** The Proposer shall investigate all statutory requirements for the payment of sales taxes and shall include the cost of any such payments in the Proposal prices of his proposal.

**05.19.02** The Proposer's attention is directed to Chapter 151 of the Tax Code of the State of Texas. This section provides that all items used or consumed in direct pursuance of this Contract can be purchased free of State of Owners sales tax since the project is being performed for an exempt organization as defined by Chapter 11 of the Property Tax Code of Texas.

## **ARTICLE 20 LAWS AND REGULATIONS**

**05.20.01** The Proposer's attention is directed to the fact that all applicable Texas state laws, municipal ordinances and rules and regulations of all authorities having jurisdiction over the work to be performed and services to be provided will apply to the Contract through out, and they will be deemed to be included in the Contract the same as if herein written out in full.

## **ARTICLE 21 RESIDENT PROPOSERS**

**05.21.01** Texas provides no advantage to resident Proposers in the award process. However, offers from another state where that state favors their residents will be evaluated by adding the same differential to the proposal that would be required for a non-resident proposal to be awardable in their resident state. For example, how much lower a Texas firm must be in that state than one of their resident proposals in order to be the awardee.

**05.21.02** Pursuant to Local Government Code Section 271.9051, the City of New Braunfels has

a local preference resolution 2009-R61. This resolution authorizes the municipality to enter into a contract with the lowest Proposer or the Proposer whose principal place of business is in the City of New Braunfels if that local Proposer is within five percent of the lowest proposal price received from a Proposer who is not a resident and offers the municipality the best combination of contract price and additional economic development opportunities for the City created by the contract award; including the employment of residents of the municipality and increased tax revenues to the municipality and total amount of the contract is less than \$100,000. This provision does not prohibit the City of New Braunfels from rejecting all proposals.

## ARTICLE 22 GENERAL CONTRACTOR REGISTRATION

**05.22.01** Ordinance 2008-43 requires all general Contractors and their Subcontractors to be registered with the City of New Braunfels before commencing work within city limits. All information may be obtained from the Planning & Community Development Department, Building Division on the City's website, [www.nbtexas.org](http://www.nbtexas.org). In addition to topics such as permitting and fees, et cetera, the "Forms and Applications" hyperlink has links to the required "**Contractor's Registration Packet**" and "**Sub-Contractor Registration**" forms. Additional information may be provided by calling the Building Division at (830) 221-4060. Contractor must be registered with the City prior to construction start.

## ARTICLE 23 PREVAILING WAGES

**05.23.01** Proposer must comply with all requirements of the prevailing wage statute, Government Code chapter 2258 and Davis-Bacon and Related Acts for non-Federal contracts.

**05.23.02** Workers on the Project shall be paid not less than wage rates, including fringe benefits, as published by the Department of Labor (DOL) for Building Construction and Highway-Heavy Trades "AS APPLICABLE".

A. Wages shall be paid in accordance with the Davis Bacon Wage Rates.

<https://www.wdol.gov/dba.aspx> Exhibit 3; "Prevailing Wage Schedule"

**05.23.03** Such wage rates shall be used throughout the contract. If a classification is to be used, which is not listed in the attached wage rates, Contractor shall submit to Owners rates and classification proposed for use, for approval, prior to performance of the Work.

## ARTICLE 24 EMPLOYMENT REQUIREMENTS AND WAGE RATES

**05.24.01** This Contract shall be based upon payment by Contractor and his Subcontractors of wage rates not less than the general prevailing rate of per diem wages for Work of a similar character in the locality in which the Work is performed, and not less than the general prevailing rate of per diem wages for legal holiday and overtime work.

**05.24.02** The prevailing wage law does not prohibit payment of more than the general prevailing rate of wages.

**05.24.03** Contractor agrees not to discriminate against any employee or applicant for employment because of race, religion, color, sex, age, disability, or national origin. Contractor

agrees to comply with the Immigration Reform and Control Act of 1986 and the Americans with Disabilities Act of 1990, and Contractor will indemnify and hold Owners harmless for any failure to so comply and any discrimination for which Contractor may be charged.

**05.24.04** Contractor shall keep certified payrolls which will be collected and maintained by the Contractor for itself and all subcontractors and made available to the Owners as may be required upon request or for audit at completion of the job. Accurate records shall show the names and occupations of all laborers, workmen, and mechanics employed, together with the actual wages paid to each worker. At all reasonable hours, such records shall be open to inspection by representatives of the Owners.

**05.24.05** According to Chapter 2258 Texas Government Code Title 10A, a Contractor or subcontractor(s) who violates this section shall pay to the political subdivision on whose behalf the contract is made, \$60 for each worker employed for each calendar day or part of the day that the worker is paid less than the wage rates stipulated in the contract. A public body shall use any money collected under this section to offset the costs incurred in the administration of this chapter.

**05.24.06** Contractor shall comply with all requirements of the hours of work on public works law of the State of Texas, Texas Revised Civil Statutes, Articles 5165.1 to 5165.3, including the latest amendments thereto.

**05.24.07** Pursuant to Texas Revised Civil Statutes, Article 4413(31), Contractor shall give preference in employment to honorably discharged veterans who were engaged in the services of the United States in time of war or conflict and who are and have been citizens of Texas for not less than five years.

## ARTICLE 25 DISCLOSURE OF PROPRIETARY INFORMATION

**05.25.01** All materials submitted to Owners become public property and are subject to the Texas Public Information Act, Government Code Chapter 552, upon receipt. If Proposer does not desire proprietary information in the Proposal to be disclosed, each page must be identified and marked "proprietary" at time of submittal.

Owners will, to the extent allowed by law, endeavor to protect such information from disclosure. The final decision as to what information must be disclosed, however, lies with the Texas Attorney General. Failure to identify proprietary information will result in all unmarked sections being deemed non-proprietary and available upon public request.

**05.25.02.** This provision applies if the Contract has a stated expenditure of at least \$1 million in public funds for the purchase of goods or services by the Owners or results in the expenditure of at least \$1 million in public funds for the purchase of goods or services by the Owners in a fiscal year of the Owners. Respondents and Contractor must (1) preserve all contracting information related to the Contract as provided by the records retention requirements applicable to the Owners for the duration of the Contract; (2) promptly provide to the Owners any contracting information related to the Contract that is in the custody or possession of the entity on request of the Owners; and (3) on completion of the Contract, either:

- i. provide at no cost to the Owners all contracting information related to the Contract that is in the custody or possession of the entity; or

- ii. preserve the contracting information related to the Contract as provided by the records retention requirements applicable to the Owners.

**05.25.03** The requirements of Subchapter J, Chapter 552, Government Code, may apply to this Request for Proposals and Contract and the vendor agrees that the Contract can be terminated if the vendor knowingly or intentionally fails to comply with a requirement of that subchapter.

## **ARTICLE 26 OTHER TERMS OF AGREEMENT**

### **05.26.01 Severability**

Any provision or part of the Contract Documents held to be void or unenforceable under any Law or Regulation shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon Owners and Contractor, who agree that the Contract Documents shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

### **05.26.02 Governing Law**

The CSP and the awarded Contract shall be governed by the law of the state of Texas without regard to its conflict of law principles.

### **05.27.03 Venue**

This awarded Contract will be entered into and performed in Comal County, Texas, Mandatory venue for any legal action related to this CSP and the awarded Contract shall be in the state District Courts of Comal County, Texas.

**END OF SECTION**

Bidding Requirements, Contract Forms and Conditions of the Contract  
COST PROPOSAL FORM  
CSP 24-032 S. UNION AVE IMPROVEMENTS  
Exhibit 1

**Exhibit 1**

**COST PROPOSAL FORM**

**Refer to Exhibit 1 attached as an Excel Form**

**Proposer shall submit Cost Proposal in PDF as the Official Response  
and Excel Format**

**Bidding Requirements, Contract Forms and Conditions of the Contract  
BOND FORMS  
CSP 24-032 S. UNION AVE IMPROVEMENTS  
Exhibit 2**

## BID BOND

THE STATE OF TEXAS § KNOW ALL BY THESE PRESENTS:  
§  
COUNTY OF §

That we, \_\_\_\_\_, as Principal herein, and \_\_\_\_\_, a corporation organized and existing under the laws of the State of \_\_\_\_\_, and who is authorized and admitted to issue surety bonds in the State of Texas, Surety herein, are held and firmly bound unto the **City of New Braunfels and New Braunfels Utilities**, located in **Comal County, Texas**, Obligee herein, in the sum of \_\_\_\_\_ Dollars (\$\_\_\_\_\_) for the payment of which sum we bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION IS SUCH, that whereas the Principal has submitted the Accompanying Proposal, dated the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, which is hereto attached and made a part hereof for all purposes, for the construction of the S. UNION AVE IMPROVEMENTS PROJECT.

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION IS SUCH, if the said Principal shall not withdraw said Proposal within the period specified therein after the opening of same, or, if no period be specified, within thirty (30) days after the said opening, and shall within the period specified therefore, or if no period be specified, within ten (10) days after the prescribed forms are presented to him for signature, enter into written Contract with the Obligee in accordance with the Proposal as accepted, and give bond with good and sufficient surety or sureties, as may be required, for the faithful performance and proper fulfillment of such Contract, or in the event of the withdrawal of said Proposal within the period specified, or the failure to enter into such Contract and give such bond within the time specified, if the Principal shall pay the Obligee the difference between the amount specified in said Proposal and the amount for which the Obligee may procure the required work or supplies or both, if the latter be in excess of the former, then the above obligation shall be void and of no effect, otherwise to remain in full force and virtue.

**Bidding Requirements, Contract Forms and Conditions of the Contract  
BOND FORMS  
CSP 24-032 S. UNION AVE IMPROVEMENTS  
Exhibit 2**

IN WITNESS WHEREOF, the duly authorized representatives of the Principal and the Surety have executed this instrument.

SIGNED and SEALED this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

**The date of bond shall not be prior to date of Contract.**

---

**PRINCIPAL**

ATTEST:

\_\_\_\_\_  
(Principal) Secretary

\_\_\_\_\_  
(S E A L)

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

Name: \_\_\_\_\_

Title: \_\_\_\_\_

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

\_\_\_\_\_  
Witness as to Principal

Telephone Number: \_\_\_\_\_

---

**SURETY**

ATTEST:

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
(S E A L)

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

Name: \_\_\_\_\_  
Attorney in Fact

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

\_\_\_\_\_  
Witness as to Surety

Telephone Number: \_\_\_\_\_

**An original copy of Power of Attorney shall be attached to Bond by the Attorney-in-Fact.**

**Bidding Requirements, Contract Forms and Conditions of the Contract  
BOND FORMS  
CSP 24-032 S. UNION AVE IMPROVEMENTS  
Exhibit 2**

**PERFORMANCE BOND**

THE STATE OF TEXAS

§

COUNTY OF \_\_\_\_\_

§

KNOW ALL BY THESE PRESENTS:

That we, \_\_\_\_\_, as Principal herein, and [Surety], a corporation organized and existing under the laws of the State of [Surety's state of incorp] and who is authorized and admitted to issue surety bonds in the State of Texas, as surety, are held and firmly bound unto the City of New Braunfels and New Braunfels Utilities, a municipal corporation with its principal location of 550 Landa St., New Braunfels, Texas, Comal County, Obligee herein, in the sum of [printed amount of bond] Dollars (\$[numeric amount of bond]) for the payment of which sum we bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, Principal has entered into a certain written contract with the Obligee dated the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, herein referred to as "the Contract" and incorporated herein and made a part hereof for all purposes, for the construction of the following project: S. Union Avenue Improvements (Common St-Lincoln St).

NOW, THEREFORE, the condition of this obligation is such, if the said Principal shall faithfully perform the work in accordance with the plans, specifications, and other Contract Documents and shall fully indemnify and hold harmless the Obligee from all costs and damages which Obligee may suffer by reason of Principal's failure to perform the Work in conformity with the Contract Documents, and reimburse and repay Obligee for all outlay and expense that Obligee may incur in making good such default, then this obligation shall be void; otherwise, to remain in full force and effect. Whenever Contractor shall be declared by Obligee to be in default under the Contract, the Surety shall, upon request of Obligee and within seven (7) calendar days from receipt of Obligee's notice of Contractor's default, commence and thereafter complete performance of Contractor's obligations under the Contract. This Bond covers all contractual obligations of Contractor under the Contract, including, without limitation, the indemnity, warranty and guaranty obligations. The Surety stipulates and agrees that no change, extension of time, alteration, omission, addition or other modification to the terms of any of the Contract will affect its obligations on this bond, and it hereby waives notice of any such changes, extensions of time, alterations, omissions, additions, or other modifications, to the Contract or to related subcontracts, purchase orders or other obligations, and

**Bidding Requirements, Contract Forms and Conditions of the Contract  
BOND FORMS  
CSP 24-032 S. UNION AVE IMPROVEMENTS  
Exhibit 2**

any notices provided in such regard shall not create as to any party a duty related thereto. The penal limit of this bond shall automatically be increased by the amount of any change order, supplemental agreement or amendment which increases the price of the Contract.

PROVIDED, HOWEVER, that this bond is executed pursuant to Chapter 2253 of the Texas Government Code, as amended, and all rights and liabilities on this bond shall be determined in accordance with the provisions of such statute, to the same extent as if it were copied at length herein. All notices shall be delivered in writing to the addresses shown below or to addresses provided in the Contract Documents.

IN WITNESS WHEREOF, the duly authorized representatives of the Principal and the Surety have executed this instrument.

SIGNED and SEALED this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

**The date of bond shall not be prior to date of Contract.**

---

**PRINCIPAL**

ATTEST:

---

(Principal) Secretary

(S E A L)

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

Name: \_\_\_\_\_

Title: \_\_\_\_\_

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

\_\_\_\_\_

---

Witness as to Principal

Telephone Number: \_\_\_\_\_

---

**SURETY**

ATTEST:

---

Secretary

(S E A L)

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

Name: \_\_\_\_\_

Attorney in Fact

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

\_\_\_\_\_

**Bidding Requirements, Contract Forms and Conditions of the Contract  
BOND FORMS  
CSP 24-032 S. UNION AVE IMPROVEMENTS  
Exhibit 2**

---

Witness as to Surety

Telephone Number: \_\_\_\_\_

**An original copy of Power of Attorney shall be attached to Bond by the Attorney-in-Fact.**

Approved as to Form:

City of New Braunfels  
550 Landa St.  
New Braunfels, Texas 78130

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

Title: \_\_\_\_\_

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

**Bidding Requirements, Contract Forms and Conditions of the Contract  
BOND FORMS  
CSP 24-032 S. UNION AVE IMPROVEMENTS  
Exhibit 2**

# PAYMENT BOND

THE STATE OF TEXAS  
COUNTY OF \_\_\_\_\_

KNOW ALL BY THESE PRESENTS:

That we, \_\_\_\_\_, as Principal herein, and [Surety], a corporation organized and existing under the laws of the State of [Surety's state of incorp] and who is authorized and admitted to issue surety bonds in the State of Texas, as surety, are held and firmly bound unto the City of New Braunfels and New Braunfels Utilities, a municipal corporation with its principal location of 550 Landa St., New Braunfels, Texas, Comal County, Obligee herein, in the sum of [printed amount of bond] Dollars (\$[numeric amount of bond] for the payment of which sum we bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents:

WHEREAS, Principal has entered into a certain written contract with the Obligee dated the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, which contract is hereby referred to herein as "the Contract" and is incorporated herein to the same extent as if copied at length, for the following project: S. Union Avenue Improvements (Common St-Lincoln St).

NOW, THEREFORE, the condition of this obligation is such, that if the said Principal shall directly or indirectly timely make payment to each and every claimant (as defined in Chapter 2253, Texas Government Code, as amended) supplying labor or materials in the prosecution of the work under the Contract, then this obligation shall be void; otherwise, to remain in full force and effect. *This obligation may be enforced by the Obligee in the event of bankruptcy or default by Principal in payments to suppliers of labor or materials in the prosecution of the work under the Contract, in either of which events the Surety shall make such payments as Principal has failed to pay and as may be required to complete the work under the contract.* The Surety stipulates and agrees that no change, extension of time, alteration, omission, addition or other modification to the terms of the Contract will affect its obligations on this bond, and it hereby waives notice of any such changes, extensions of time, alterations, omissions, additions, or other modifications, to the Contract or to related subcontracts, purchase orders or other obligations, and any notices provided in such regard shall not create as to any party a duty related thereto.

PROVIDED, HOWEVER, that this bond is executed pursuant to Chapter 2253 of the Texas Government Code, as amended, and all rights and liabilities on this bond shall be determined in

**Bidding Requirements, Contract Forms and Conditions of the Contract  
BOND FORMS  
CSP 24-032 S. UNION AVE IMPROVEMENTS  
Exhibit 2**

accordance with the provisions of said statute, to the same extent as if it were copied at length herein. All notices shall be delivered in writing to the addresses shown below or to addresses provided in the Contract Documents.

IN WITNESS WHEREOF, the duly authorized representatives of the Principal and the Surety have executed this instrument.

SIGNED and SEALED this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

**The date of bond shall not be prior to date of Contract.**

---

**PRINCIPAL**

ATTEST:

---

(Principal) Secretary

(S E A L)

---

Witness as to Principal

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

Name: \_\_\_\_\_

Title: \_\_\_\_\_

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

\_\_\_\_\_

---

**SURETY**

ATTEST:

---

Secretary

(S E A L)

---

Witness as to Surety

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

Name: \_\_\_\_\_

Attorney in Fact

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

\_\_\_\_\_

Telephone Number: \_\_\_\_\_

**An original copy of Power of Attorney shall be attached to Bond by the Attorney-in-Fact.**

**Bidding Requirements, Contract Forms and Conditions of the Contract  
BOND FORMS  
CSP 24-032 S. UNION AVE IMPROVEMENTS  
Exhibit 2**

Approved as to Form:

City of New Braunfels  
550 Landa St.  
New Braunfels, Texas 78130

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

Title: \_\_\_\_\_

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

Bidding Requirements, Contract Forms and Conditions of the Contract  
PREVAILING WAGE RATES AND PAYROLL REPORTING  
CSP 24-032 S. UNION AVENUE IMPROVEMENTS  
Exhibit 3

**WAGE RATE DETERMINATION**

**COUNTY NAME: COMAL**

**Wages are based on DOL General Decision:**

**TX20200007- HEAVY AND HIGHWAY CONSTRUCTION**

- Wages shall be paid in accordance with the Davis Bacon Wage Rates.
- <https://sam.gov/>

**PREVAILING WAGES**

Proposers must comply with all requirements of the prevailing wage Statute 2258 for non- Federal contracts and Davis-Bacon and Related Acts for federal contracts.

Workers on the Project shall be paid not less than wage rates, including fringe benefits, as published by the Department of Labor (DOL) for Building Construction and Highway-Heavy Trades "AS APPLICABLE".

A. Wages shall be paid in accordance with the Davis Bacon Wage Rates.  
<https://sam.gov/>

Such wage rates shall be used throughout the contract. If a classification is to be used, which is not listed in the attached wage rates, Contractor shall submit to Owners rates and classification proposed for use, for approval, prior to performance of the Work.

**EMPLOYMENT REQUIREMENTS AND WAGE RATES**

This Contract shall be based upon payment by Contractor and his Subcontractors of wage rates not less than the general prevailing rate of per diem wages for Work of a similar character in the locality in which the Work is performed, and not less than the general prevailing rate of per diem wages for legal holiday and overtime work.

The prevailing wage law does not prohibit payment of more than the general prevailing rate of wages.

Contractor agrees not to discriminate against any employee or applicant for employment because of race, religion, color, sex, age, disability, or national origin. Contractor agrees to comply with the Immigration Reform and Control Act of 1986 and the Americans with Disabilities Act of 1990, and Contractor will indemnify and hold Owners harmless for any failure to so comply and any discrimination for which Contractor may be charged.

Contractor and each Subcontractor shall keep certified payrolls be collected and maintained by the Contractor for itself and all subcontractors and made available to the Owners as may be required upon request or for audit at completion of the job.

According to Chapter 2258 Texas Government Code Title 10A, a CONTRACTOR or subcontractor(s) who violates this section shall pay to the political subdivision on whose behalf the contract is made, \$60 for each worker employed for each calendar day or part of the day that the worker is paid less than the wage rates stipulated in the contract. A public body shall use any money collected under this section to offset the costs incurred in the administration of this chapter.

Contractor shall comply with all requirements of the hours of work on public works law of the State of Texas, Texas Revised Civil Statutes, Articles 5165.1 to 5165.3, including the latest amendments thereto.

**Bidding Requirements, Contract Forms and Conditions of the Contract  
PREVAILING WAGE RATES AND PAYROLL REPORTING  
CSP 24-032 S. UNION AVE IMPROVEMENTS  
Exhibit 3**

"General Decision Number: TX20240007 01/05/2024

Superseded General Decision Number: TX20230007

State: Texas

Construction Types: Heavy and Highway

Counties: Atascosa, Bandera, Bastrop, Bell, Bexar, Brazos, Burleson, Caldwell, Comal, Coryell, Guadalupe, Hays, Kendall, Lampasas, McLennan, Medina, Robertson, Travis, Williamson and Wilson Counties in Texas.

HEAVY (excluding tunnels and dams, not to be used for work on Sewage or Water Treatment Plants or Lift / Pump Stations in Bell, Coryell, McClellon and Williamson Counties) and HIGHWAY Construction Projects.

Note: Contracts subject to the Davis-Bacon Act are generally required to pay at least the applicable minimum wage rate required under Executive Order 14026 or Executive Order 13658.

Please note that these Executive Orders apply to covered contracts entered into by the federal government that are subject to the Davis-Bacon Act itself, but do not apply to contracts subject only to the Davis-Bacon Related Acts, including those set forth at 29 CFR 5.1(a)(1).

If the contract is entered into on or after January 30, 2022, or the contract is renewed or extended (e.g., an option is exercised) on or after January 30, 2022:	<ul style="list-style-type: none"><li>Executive Order 14026 generally applies to the contract.</li><li>The contractor must pay all covered workers at least \$17.20 per hour (or the applicable wage rate listed on this wage determination, if it is higher) for all hours spent performing on the contract in 2024.</li></ul>
If the contract was awarded on or between January 1, 2015 and January 29, 2022 and the contract is not renewed or extended on or after January 30, 2022:	<ul style="list-style-type: none"><li>Executive Order 13658 generally applies to the contract.</li><li>The contractor must pay all covered workers at least \$12.90 per hour (or the applicable wage rate listed on this wage determination, if it is higher) for all hours spent performing that contract in 2024.</li></ul>

The applicable Executive Order minimum wage rate will be adjusted annually. If this contract is covered by one of the Executive Orders and a classification considered necessary for performance of work on the contract does not appear on this wage determination, the contractor must still submit a conformance request.

Additional information on contractor requirements and worker protections under the Executive Orders is available at <http://www.dol.gov/whd/govcontracts>.

**Bidding Requirements, Contract Forms and Conditions of the Contract**  
**PREVAILING WAGE RATES AND PAYROLL REPORTING**  
**CSP 24-032 S. UNION AVE IMPROVEMENTS**  
**Exhibit 3**

Modification Number	Publication Date	
0	1/5/2024	
* SUTX2011-006 08/03/2011		
	Rates	Fringes
CEMENT MASON/CONCRETE FINISHER (Paving and Structures)	\$12.56**	0
ELECTRICIAN	\$26.35	0
FORM BUILDER/FORM SETTER		
Paving & Curb	\$12.94**	0
Structures	\$12.87**	0
LABORER		
Asphalt Raker	\$12.12**	0
Flagger	\$9.45**	0
Laborer, Common	\$10.5**	0
Laborer, Utility	\$12.27**	0
Pipelayer	\$12.79**	0
Work Zone Barricade Servicer	\$11.85**	0
PAINTER (Structures)	\$18.34	0
POWER EQUIPMENT OPERATOR:		
Agricultural Tractor	\$12.69**	0
Asphalt Distributor	\$15.55**	0
Asphalt Paving Machine	\$14.36**	0
Boom Truck	\$18.36	0
Broom or Sweeper	\$11.04**	0
Concrete Pavement Fishing Machine	\$15.48**	0
Crane, Hydraulic 80 tons or less	\$18.36	0
Crane, Lattice Boom 80 tons or less	\$15.87**	0
Crane, Lattice Boom over 80 tons	\$19.38	0
Crawler Tractor	\$15.67**	0
Directional Drilling Locator	\$11.67**	0
Directional Drilling Operator	\$17.24	0
Excavator 50,000 lbs or Less	\$12.88**	0
Excavator over 50,000 lbs	\$17.71	0
Foundation Drill, Truck Mounted	\$16.93**	0
Front End Loader, 3 CY or Less	\$13.04**	0
Front End Loader, Over 3 CY	\$13.21**	0
Loader/Backhoe.12	\$14.12**	0

**Bidding Requirements, Contract Forms and Conditions of the Contract**  
**PREVAILING WAGE RATES AND PAYROLL REPORTING**  
**CSP 24-032 S. UNION AVE IMPROVEMENTS**  
**Exhibit 3**

Mechanic	\$17.1**	0
Milling Machine	\$14.18**	0
Motor Grader, Fine Grade	\$18.51	0
Motor Grader, Rough	\$14.63**	0
Pavement Marking Machine	\$19.17	0
Reclaimer/Pulverizer	\$12.88**	0
Roller, Asphalt	\$12.78**	0
Roller, Other	\$10.5**	0
Scraper	\$12.27**	0
Spreader Box	\$14.04**	0
Trenching Machine, Heavy	\$18.48	0
 Servicer	 \$14.51**	 0
 Steel Worker	 Reinforcing	 \$14**
		0
	Structural	\$19.29
 TRAFFIC SIGNAL INSTALLER		
Traffic Signal/Light Pole Worker	\$16**	0
 TRUCK DRIVER		
Lowboy-Float	\$15.66**	0
Off Road Hauler	\$11.88**	0
Single Axle	\$11.79**	0
Single or Tandem Axle Dump Truck	\$11.68**	0
Tandem Axle Tractor w/Semi Trailer	\$12.81**	0
 WELDER	 \$15.97**	 0

WELDERS - Receive rate prescribed for craft performing operation to which welding is incidental.

=====

\*\* Workers in this classification may be entitled to a higher minimum wage under Executive Order 14026 (\$17.20) or 13658 (\$12.90). Please see the Note at the top of the wage determination for more information. Please also note that the minimum wage requirements of Executive Order 14026 are not currently being enforced as to any contract or subcontract to which the states of Texas, Louisiana, or Mississippi, including their agencies, are a party.

Note: Executive Order (EO) 13706, Establishing Paid Sick Leave for Federal Contractors applies to all contracts subject to the Davis-Bacon Act for which the contract is awarded (and any solicitation was issued) on or after January 1, 2017. If this contract is covered by the EO, the contractor must provide employees with 1 hour of paid sick leave for every 30 hours they work, up to 56 hours of paid sick leave each year. Employees must be permitted to use paid sick leave for their own illness, injury or other health-related needs, including preventive care; to assist a family member (or person who is like family to the employee) who is ill, injured, or has other health-related needs, including preventive care; or for reasons resulting from,

**Bidding Requirements, Contract Forms and Conditions of the Contract  
PREVAILING WAGE RATES AND PAYROLL REPORTING  
CSP 24-032 S. UNION AVE IMPROVEMENTS  
Exhibit 3**

or to assist a family member (or person who is like family to the employee) who is a victim of, domestic violence, sexual assault, or stalking. Additional information on contractor requirements and worker protections under the EO is available at <https://www.dol.gov/agencies/whd/government-contracts>.

Unlisted classifications needed for work not included within the scope of the classifications listed may be added after award only as provided in the labor standards contract clauses (29CFR 5.5 (a) (1) (iii)).

---

The body of each wage determination lists the classification and wage rates that have been found to be prevailing for the cited type(s) of construction in the area covered by the wage determination. The classifications are listed in alphabetical order of ""identifiers"" that indicate whether the particular rate is a union rate (current union negotiated rate for local), a survey rate (weighted average rate) or a union average rate (weighted union average rate).

#### Union Rate Identifiers

A four letter classification abbreviation identifier enclosed in dotted lines beginning with characters other than ""SU"" or ""UAVG"" denotes that the union classification and rate were prevailing for that classification in the survey. Example: PLUM0198-005 07/01/2014. PLUM is an abbreviation identifier of the union which prevailed in the survey for this classification, which in this example would be Plumbers. 0198 indicates the local union number or district council number where applicable, i.e., Plumbers Local 0198. The next number, 005 in the example, is an internal number used in processing the wage determination. 07/01/2014 is the effective date of the most current negotiated rate, which in this example is July 1, 2014.

Union prevailing wage rates are updated to reflect all rate changes in the collective bargaining agreement (CBA) governing this classification and rate.

#### Survey Rate Identifiers

Classifications listed under the ""SU"" identifier indicate that no one rate prevailed for this classification in the survey and the published rate is derived by computing a weighted average rate based on all the rates reported in the survey for that classification. As this weighted average rate includes all rates reported in the survey, it may include both union and non-union rates. Example: SULA2012-007 5/13/2014. SU indicates the rates are survey rates based on a weighted average calculation of rates and are not majority rates. LA indicates the State of Louisiana. 2012 is the year of survey on which these classifications and rates are based. The next number, 007 in the example, is an internal number used in producing the wage determination. 5/13/2014 indicates the survey completion date for the classifications and rates under that identifier.

Survey wage rates are not updated and remain in effect until a new survey is conducted.

#### Union Average Rate Identifiers

Classification(s) listed under the UAVG identifier indicate that no single majority rate prevailed for those classifications; however, 100% of the data reported for the classifications was union data. EXAMPLE: UAVG-OH-0010 08/29/2014. UAVG indicates that the rate is a weighted union average rate. OH indicates the state. The next number, 0010 in the example, is an internal number used in producing the wage

**Bidding Requirements, Contract Forms and Conditions of the Contract  
PREVAILING WAGE RATES AND PAYROLL REPORTING  
CSP 24-032 S. UNION AVE IMPROVEMENTS  
Exhibit 3**

determination. 08/29/2014 indicates the survey completion date for the classifications and rates under that identifier.

A UAVG rate will be updated once a year, usually in January of each year, to reflect a weighted average of the current negotiated/CBA rate of the union locals from which the rate is based.

---

**WAGE DETERMINATION APPEALS PROCESS**

1.) Has there been an initial decision in the matter? This can be:

- \* an existing published wage determination
- \* a survey underlying a wage determination
- \* a Wage and Hour Division letter setting forth a position on a wage determination matter
- \* a conformance (additional classification and rate) ruling

On survey related matters, initial contact, including requests for summaries of surveys, should be with the Wage and Hour National Office because National Office has responsibility for the Davis-Bacon survey program. If the response from this initial contact is not satisfactory, then the process described in 2.) and 3.) should be followed.

With regard to any other matter not yet ripe for the formal process described here, initial contact should be with the Branch of Construction Wage Determinations. Write to:

Branch of Construction Wage Determinations  
Wage and Hour Division  
U.S. Department of Labor  
200 Constitution Avenue, N.W.  
Washington, DC 20210

2.) If the answer to the question in 1.) is yes, then an interested party (those affected by the action) can request review and reconsideration from the Wage and Hour Administrator (See 29 CFR Part 1.8 and 29 CFR Part 7). Write to:

Wage and Hour Administrator  
U.S. Department of Labor  
200 Constitution Avenue, N.W.  
Washington, DC 20210

The request should be accompanied by a full statement of the interested party's position and by any information (wage payment data, project description, area practice material, etc.) that the requestor considers relevant to the issue.

3.) If the decision of the Administrator is not favorable, an interested party may appeal directly to the Administrative Review Board (formerly the Wage Appeals Board). Write to:

Administrative Review Board  
U.S. Department of Labor  
200 Constitution Avenue, N.W.  
Washington, DC 20210

4.) All decisions by the Administrative Review Board are final.

---

END OF GENERAL DECISION"

**Bidding Requirements, Contract Forms and Conditions of the Contract**  
**VENDOR CERTIFICATIONS**  
**CSP 24-032 S. UNION AVE IMPROVEMTMENTS**  
**Exhibit 4**

**VENDOR CERTIFICATIONS**

The Proposer is required to submit the following information to Owners for consideration:

Provide responses that are clear and comprehensive.

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

Permanent main office address: \_\_\_\_\_  
Street \_\_\_\_\_ City, ST \_\_\_\_\_ ZIP \_\_\_\_\_

Tax ID No.: \_\_\_\_\_

2. Provide a list of officers of the firm who, while in the employ of the firm or the employ of previous firms, were associated with contracts which resulted in lawsuits, contracts defaulted or filed for bankruptcy.

3. Form of Ownership:  Proprietorship  Partnership  Corporation  Other (specify) \_\_\_\_\_

**DEBARMENT/SUSPENSION INFORMATION:**

1. Has the Respondent or any of its principals been debarred or suspended from contracting with any public entity?  Yes  No

If yes, identify in an attachment the public entity and the name and current phone number of a representative of the public entity familiar with the debarment or suspension, and state the reason for or circumstances surrounding the debarment or suspension, including but not limited to the period of time for such debarment or suspension.

---

---

**SURETY INFORMATION**

1. Has the Respondent ever had a bond or surety canceled or forfeited?  Yes  No

If yes, state the name of the bonding company, date, amount of bond and reason for such cancellation or forfeiture. (Provide in this format.)

---

---

**BANKRUPTCY INFORMATION**

1. Has the Respondent ever been declared bankrupt or filed for protection from creditors under state or federal proceedings?  Yes  No

**Bidding Requirements, Contract Forms and Conditions of the Contract**  
**VENDOR CERTIFICATIONS**  
**CSP 24-032 S. UNION AVE IMPROVEMTMENTS**  
**Exhibit 4**

If yes, state in an attachment, the date, court, jurisdiction, cause number amount of liabilities and amount of assets.

2. Provide a list of officers of the firm who, while in the employ of the firm or the employee of previous firms, were associated with contracts which result in lawsuits, contracts defaulted or filed for bankruptcy. (Please attach if applicable.)

---

---

#### **LITIGATION DISCLOSURE**

Failure to fully and truthfully disclose the information required by this Litigation Disclosure may result in the disqualification of your bid/proposal from consideration or termination of the contract, once awarded.

1. Has your company ever failed to complete, defaulted, or been terminated on a project?  
 Yes       No  
If yes, attach the project name and location, Owners and architect names, and explanation of the occurrence.
2. Does your company have any involvement in prior, pending or threatened claims or litigation alleging?
  - A) Non-compliance by your company with any obligations under any current contract or previous contract within the last five years, including completion, remaining on schedule and cooperation with the Owners; or  
 Yes       No
  - B) Any error or omission by your company in performing services under any current contract or previous contract within the last five years; and/or  
 Yes       No
  - C) Non-payment to Sub-Contractors and material suppliers?  
 Yes       No
  - D) Have your or any member of your Firm or Team paid liquidated damages in the last three (3) years?  
 Yes       No

If you answered yes to any of the above questions, provide in an attachment the project name and location, Owners and architect names, and explanation of the nature, status and/or outcome of such claim or litigation.

3. Has your company or any of your Sub-Contractors' companies ever failed to take corrective action on items of work under warranty during the warranty period?  
 Yes       No
4. Have you or any member of your Firm or Team to be assigned to this engagement ever been indicted or convicted of a felony or misdemeanor greater than a Class C in the last five (5) years?  
 Yes       No

**Bidding Requirements, Contract Forms and Conditions of the Contract**  
**VENDOR CERTIFICATIONS**  
**CSP 24-032 S. UNION AVE IMPROVEMTMENTS**  
**Exhibit 4**

**EXPERIENCE & QUALIFICATIONS:**

Prospective Respondents must show and document that they are responsible, qualified, capable, bondable, etc. to fulfill and abide by the specifications herein listed, and prospective respondents must have the capability and capacity in all respects to fully satisfy all of the contractual requirements described in this solicitation. Prospective Respondents must not have been terminated by the City of New Braunfels or NBU on any prior contract.

1. How many years has your current organization been doing business as a construction general contractor? \_\_\_\_\_ years

If less than five (5) years, please explain in an attachment your organization's construction general contractor history.

- iii. Your company certifies that the Superintendent/Manager you propose for this Project has sufficient knowledge, skills and experience in similar Project work:  Yes  No
3. Your company certifies that it is able to meet the insurance requirements and provide Certificates of Insurance as specified in the General and Supplemental Conditions of this Contract.  Yes  No
4. Your company certifies that it is not in arrears in the payment of any obligations to the City of New Braunfels, including, without limitation, property or sales taxes, fees or utility charges.  Yes  No

If no to any of the above, attach an explanation.

5. Proposals shall be considered from responsible respondents with experience as a general contractor with specific experience in general road construction, underground utilities and reconstruction/rehab of existing roads, TxDOT prestressed concrete I-girders, bents, abutments, prestressed concrete panels and beam bridge and approaches of the same or similar type, size, nature and class as the project being proposed. The Respondent's experience, in combination with its subcontractor's experience, should include relevant projects within the last five (5) years.

- 5.1 On a separate sheet, list major construction projects your organization has in progress, giving the name of project, Owners, phone number, architects, contract amount, percent complete, scheduled completion date, and type of work performed by your work forces. Include names and phone numbers of contact persons for each project.

5.1.1 State total worth of work in progress and under contract: \_\_\_\_\_

- 5.2 On a separate sheet, list the major projects your organization has completed in the past five years, giving the name of project, Owners, architect, contract amount, date of completion, the type of work performed by your work forces, and percentage of the cost of the work performed with your own forces. Include names and phone numbers of contact persons for each project.

5.2.1 State average annual amount of construction work performed during the past five years:

**Bidding Requirements, Contract Forms and Conditions of the Contract**  
**VENDOR CERTIFICATIONS**  
**CSP 24-032 S. UNION AVE IMPROVEMTMENTS**  
**Exhibit 4**

- 5.3 On a separate sheet, list the construction experience and present commitments of the key individuals of your organization.
- 5.4 Proposer shall provide the name of each subcontractor and/or supplier the Proposer will use in the performance of the contract. The proposer shall specify the work to be performed, the amount of the subcontract and the percentage of the contract the proposer will expend throughout the life of the project.

*(Please note that any changes in the subcontractor and/or supplier listed below shall require additional approval prior to contract execution.)*
6. Provide a list of primary sub-Contractors and Suppliers for the Work.

#### **PROJECT SCHEDULE**

Provide an estimated project schedule based on the construction specifications. Include this information as a Gantt Chart in Tab 6.

#### **FINANCIAL**

1. Please indicate the current limit of your Bonding Capacity: \_\_\_\_\_
2. How much work is your firm currently contracted to provide? (Provide current total amount of work in dollars from ALL sources.) \_\_\_\_\_
3. List bank references, including name and title, address and phone of contact person.  
\_\_\_\_\_  
\_\_\_\_\_
4. Will you provide a detailed financial statement and furnish any other pertinent information that may be required by the City.  Yes  No  
If no, explain: \_\_\_\_\_  
\_\_\_\_\_

#### **CERTIFICATIONS:**

1. Contractor certifies that it has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for or in executing the Contract.  Yes  No
  - A. "corrupt practice" means the offering, giving, receiving, or soliciting of anything of value likely to influence the action of a public official in the solicitation process or in the Contract execution;

**Bidding Requirements, Contract Forms and Conditions of the Contract**  
**VENDOR CERTIFICATIONS**  
**CSP 24-032 S. UNION AVE IMPROVEMTMENTS**  
**Exhibit 4**

- B. "fraudulent practice" means an intentional misrepresentation of facts made
  - 1. to influence the solicitation process or the execution of the Contract to the detriment of Owners,
  - 2. to establish Cost Estimate or Contract prices at artificial non-competitive levels, or
  - 3. to deprive Owners of the benefits of free and open competition;
- C. "collusive practice" means a scheme or arrangement between two or more Respondents, with or without the knowledge of Owners, a purpose of which is to establish Cost Estimates at artificial, non-competitive levels; and
- D. "coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the solicitation process or affect the execution of the Contract.

**2. NON-COLLUSION CERTIFICATION:**

A. Non-Collusion Certification: Do you certify that all of the following are true and correct concerning your company's cost estimate?       Yes       No

- 1. That you are fully informed of the contents of the solicitation and the circumstances of its preparation;
- 2. That your cost estimate is genuine and is not a collusive or sham cost estimate;
- 3. That neither you nor anyone else acting on behalf of your company has agreed, colluded, or conspired in any manner with any other respondent, firm or person to submit a collusive or sham cost estimate, or to refrain from responding, or sought by communication or conference with any other respondent, firm or person to fix the prices, overhead, profit, or any cost element in your cost estimate or in any other cost estimate, or to secure through any collusion, conspiracy, or agreement any advantage against the City of New Braunfels, NBU or any other respondent; and
- 4. The prices quoted in your cost estimate are fair and proper and are not affected by any collusion, conspiracy, connivance or unlawful agreement on the part of your company or anyone acting on its behalf.

**3. CONTRACTS WITH COMPANIES THAT BOYCOTT ENERGY COMPANIES:**

Contractor represents and warrants that: (1) it does not, and will not for the duration of the contract, boycott energy companies or (2) the verification required by Section 22764.002 of the Texas Government Code does not apply to the contract.

Yes

No

If Contractor is a company with 10 or more full-time employees and if this Agreement has a value of at least \$100,000 or more, Contractor verifies that, pursuant to Texas Government Code Chapter 22764, it does not boycott energy companies; and will not boycott energy companies during the term of the Agreement. This verification is not required for an agreement where a governmental entity determines that these requirements are inconsistent with the governmental entity's constitutional or statutory duties related to the issuance, incurrence, or management of debt obligations or the deposit, custody, management, borrowing, or investment of funds.

**4. CONTRACTS WITH COMPANIES THAT DISCRIMINATE AGAINST FIREARM INDUSTRY:**

**Bidding Requirements, Contract Forms and Conditions of the Contract**  
**VENDOR CERTIFICATIONS**  
**CSP 24-032 S. UNION AVE IMPROVEMTMENTS**  
**Exhibit 4**

Contractor verifies that (1) it does not, and will not for the duration of the contract, have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association or (2) the verification required by Section 2274.002 of the Texas Government Code does not apply to the contract.

Yes  
 No

If Contractor is a company with 10 or more full time employees and if this Agreement has a value of at least \$100 000 or more, Contractor verifies that, pursuant to Texas Government Code Chapter 2274 it does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association and will not discriminate during the term of the contract against a firearm entity or firearm trade association.

**5. CONTRACTS WITH COMPANIES BOYCOTTING ISRAEL:**

A. Contractor verifies that it: (1) does not boycott Israel currently; and (2) will not boycott Israel during the term of the contract:

Yes  
 No

B. Pursuant to Sections 2271 of the Texas Government Code:

1. "Boycott Israel" means refusing to deal with, terminating business activities with, or otherwise taking any action that is intended to penalize, inflict economic harm on or limit commercial relations specifically with Israel, or with a person or entity doing business in Israel or in an Israeli-controlled territory, but does not include an action made for ordinary business purposes; and

C. Pursuant to subtitle F, Chapter 2252, Texas Government Code, contractor verifies that it will not engage in business with Iran, Sudan or a foreign terrorist organization while providing products or services under a governmental contract.

Yes  
 No

**SEE NEXT PAGE FOR ACKNOWLEDGEMENT**

Bidding Requirements, Contract Forms and Conditions of the Contract  
**VENDOR CERTIFICATIONS**  
**CSP 24-032 S. UNION AVE IMPROVEMTMENTS**  
**Exhibit 4**

**ACKNOWLEDGEMENT**

THE STATE OF TEXAS  
COUNTY OF COMAL

I certify that I have read all of the specifications and general CSP requirements and do here by certify that all items submitted meet specifications. I certify that my responses and the information provided are true and correct to the best of my personal knowledge and belief and that I have made no willful misrepresentations in this Questionnaire, nor have I withheld any relevant information in my statements and answers to questions. I am aware that any information given by me in this questionnaire may be investigated and I hereby give my full permission for any such investigation, and I fully acknowledge that any misrepresentations or omissions in my responses and information may cause my response to this solicitation to be rejected.

---

Company's Name

---

Signature, Authorized Representative of Respondent

---

Title

Bidding Requirements, Contract Forms and Conditions of the Contract  
**SUPPLEMENTAL CONDITIONS**  
**CSP 24-032 S. UNION AVE IMPROVEMENTS**  
**Exhibit 5**

## **SUPPLEMENTAL CONDITIONS**

These Supplemental Conditions are in addition to the requirements of the General Conditions of the Contract and are a part of the Contract Documents.

### **ARTICLE 07.03.01**

#### Section 15 – Item 1.04 – CONSTRUCTION SCHEDULE

Replace 1.04 C (7) as follows:

8. A Billing Schedule (tabulation of the estimated monthly billings) for the Work shall be prepared and submitted by the Contractor with the submission of the bid and with every monthly pay application. The total for each month and a cumulative total will be indicated. These monthly forecasts are only for planning purposes of the Owners. Monthly payments for actual work completed will be made by the Owners in accordance with Article 11 of the General Conditions.

END OF SECTION

Bidding Requirements, Contract Forms and Conditions of the Contract  
**SPECIAL PROVISIONS**  
**CSP 24-032 S. UNION AVE IMPROVEMENTS**  
**Exhibit 6**

## **SPECIAL SPECIFICATIONS AND PROVISIONS**

**These Special Specifications and Provisions are changes to or in addition to the requirements of the Project Manual Section 6-29 and are a part of the Contract Documents.**

### **Special Provisions:**

SP -1 Project Management Software: All project documents will be maintained on the City provided project management software, "Procore." Contractor will be responsible for uploading, maintaining, and viewing all project related documentation within the software.

**End of Section**

Bidding Requirements, Contracts Forms & Conditions of the Contract

**CONTRACT AGREEMENT**

**CSP 24-032 S. UNION AVE IMPROVEMENTS**

**Exhibit 7**

**CONTRACT AGREEMENT**

**THIS AGREEMENT** is dated as of the \_\_\_\_\_ day of \_\_\_\_\_ of the year 20\_\_\_\_ by and between CITY OF NEW BRAUNFELS (the "City") and NEW BRAUNFELS UTILITIES ("NBU") (collectively Owners) and \_\_\_\_\_ (Contractor).

**Owners and Contractor, in consideration of the mutual covenants set forth herein, agree as follows:**

**ARTICLE 1 - WORK**

**1.01** Contractor shall complete all Work as specified or indicated in the Contract Documents as listed below:

The Contract Agreement  
Standard General Conditions of the Contract  
Special Specifications and Provisions  
Payment Bond  
Performance Bond  
Warranty Bond (if requested by Owners)  
Plans and Standard Specifications

**1.02** The Work is generally described as follows:

The project will include milling and overlaying from face of curb to face of curb from Common Street to San Antonio Street with 2" to 3" TY D HMAC. Base repair is required from San Antonio Street to Lincoln Street, as per plans. The project includes the replacement of curbs, driveways, sidewalks, and pavement markings to match the existing layout within the project limits. Intersection improvements and new signals will be installed at Common Street and San Antonio Street. Additionally, there will be concrete sidewalk widening for the existing shuttle stops at Schlitterbahn near Union and Lincoln, and new sidewalk improvements along Union Avenue.

The project also includes the water main replacement from the intersection of Union Avenue and San Antonio Street to the intersection of Union Avenue and Lincoln Street. The project includes the replacement of the existing 8" water line, new service lines, water meters, valves, and water main connections to side streets.

**ARTICLE 2 - THE PROJECT**

**2.01** The Project for which the Work under the Contract Documents may be the whole or only a part is generally described as follows:

Union Ave Street Improvements

**ARTICLE 3 – DESIGN ENGINEER**

**3.01** The Project has been designed by the following design engineers:

Union Avenue Street Improvements

**Bidding Requirements, Contracts Forms & Conditions of the Contract**  
**CONTRACT AGREEMENT**  
**CSP 24-032 S. UNION AVE IMPROVEMENTS**  
**Exhibit 7**

Union Ave Street Improvements  
Bryan J. Spina, P.E.  
Ardurra  
8918 Tesoro Drive, Suite 401  
San Antonio, TX 78217  
(210) 822-2232

S. Union Ave Water Line Improvements  
Erin Mills, P.E.  
Freese and Nichols, Inc  
9601 Mc Allister Freeway, Suite 1008  
San Antonio, Texas 78261  
(210) 298-3898

(Design Engineer), who is to act as owner's representative, assume all duties and responsibilities, and have the rights and authority assigned to Design Engineer in the Contract Documents in connection with the completion of the Work in accordance with the Contract Documents.

#### **ARTICLE 4 - CONTRACT TIMES**

##### **4.01 Time of the Essence**

A. Time is of the essence in all phases of the Work and performance of obligations owed by the Contractor to the Owners as stated in the Agreement and the Contract Documents. All time limits for Milestones, if any, Substantial Completion, and completion and **readiness for final payment** as stated in the Contract Documents are of the essence of the Contract. It is specifically understood and agreed by and between Owners and Contractor that time is of the essence in the substantial completion of the Work, and that failure to substantially complete the Work within the designated period, or as it may be extended, shall be construed as a breach of this Agreement.

##### **4.02 Days to Achieve Substantial Completion and Final Payment**

A. The Work will be substantially completed within **180** days after the date when the Contract Times commence to run as provided in Paragraph 2.03 of the General Conditions and completed and ready for final payment in accordance with Paragraph 14.07 of the General Conditions within **210** days after the date when the Contract Times commence to run.

##### **4.03 Liquidated Damages**

A. Contractor and Owners recognize that time is of the essence of this Agreement and that Owners will suffer financial loss if the Work is not completed within the times specified in Paragraph 4.02, plus any extensions thereof allowed in accordance with Article 12 of the General Conditions. The parties also recognize the delays, expense, and difficulties involved in proving in a legal or arbitration proceeding the actual loss suffered by Owners if the Work is not completed on time. Accordingly, instead of requiring any such proof, Owners and Contractor agree that as liquidated damages for delay (but not as a penalty), Contractor shall pay Owners One Thousand Two Hundred Eighty-five Dollars (\$1,285.00) per day for each day that expires after the time specified in Paragraph 4.02 for Substantial Completion until the Work is substantially complete. After Substantial Completion, if Contractor shall neglect, refuse, or fail to complete the remaining Work within the Contract Time or any proper extension thereof granted by Owners, Contractor shall pay Owners One Thousand Two Hundred Eighty-five Dollars (\$1,285.00) per day for each

**Bidding Requirements, Contracts Forms & Conditions of the Contract**  
**CONTRACT AGREEMENT**  
**CSP 24-032 S. UNION AVE IMPROVEMENTS**  
**Exhibit 7**

day that expires after the time specified in Paragraph 4.02 for completion and readiness for final payment until the Work is completed and ready for final payment.

**4.04 Special Damages**

A. In addition to the amount provided for in liquidated damages, Contractor shall reimburse Owners (1) for any fines or penalties imposed on Owners as a direct result of the Contractor's failure to attain Substantial Completion according to the Contract Times, and (2) for the actual costs reasonably incurred by Owners for engineering, construction observation, inspection, and administrative services needed after the time specified in Paragraph 4.02 for Substantial Completion (as duly adjusted pursuant to the Contract), until the Work is substantially complete.

B. After Contractor achieves Substantial Completion, if Contractor shall neglect, refuse, or fail to complete the remaining Work within the Contract Times, Contractor shall reimburse Owners for the actual costs reasonably incurred by Owners for engineering, construction observation, inspection, and administrative services needed after the time specified in Paragraph 4.02 for Work to be completed and ready for final payment (as duly adjusted pursuant to the Contract), until the Work is completed and ready for final payment.

**4.05 Claims for Additional Time**

A. Contractor shall be entitled to an extension of the contract time for delays or disruptions due to unusually severe weather in excess of that normally experienced at the job site only as determined from climatological data set forth in this subsection. Contractor shall bear the entire economic risk of all weather delays and disruptions, and shall not be entitled to any increase in the Contract Price by reason of such delays or disruptions. Rainy days shall not be considered an abnormal or adverse weather condition for which an extension of time will be granted unless and except in those months during which the actual cumulative number of rainy days within the month exceed the historical average cumulative number of rainy days for said month, provided that the rainfall prevented the execution of major items of work on normal working days. A rain day is defined as a day when rainfall exceeds one-tenth (.1) inch during a twenty-four (24) hour period. The historical number of Weather Days per calendar month is as follows, based upon regional weather data from the National Weather Service or NOAA:

Average Weather Days per Month

Jan.	Feb.	Mar.	Apr.	May	Jun.	Jul.	Aug.	Sept.	Oct.	Nov.	Dec.
(4)	(4)	(4)	(3)	(5)	(6)	(4)	(3)	(4)	(4)	(4)	(4)

The number of rain days shown in the Rainfall Table for the first and last months of this Agreement will be prorated in determining the total number of rain days expected during the period of this Agreement.

B. Requests for an extension of time pursuant to this subsection shall be promptly submitted to Owners in accordance with Article 10 of Section 6. Failure to timely submit a complete notice of claim for delays and extension of time for completion due to abnormal or adverse weather conditions or rainy days pursuant to this subsection shall result in the denial of a request for extra time for performance under the Contract Documents.

Bidding Requirements, Contracts Forms & Conditions of the Contract  
CONTRACT AGREEMENT  
CSP 24-032 S. UNION AVE IMPROVEMENTS  
Exhibit 7

## **ARTICLE 5 - CONTRACT PRICE**

5.01 Owners shall pay Contractor for completion of the Work in accordance with the Contract Documents the amounts that follow, subject to adjustment under the Contract:

A. For all Work, at the prices stated in Contractor's Bid Form, attached hereto as Exhibit B.

## **ARTICLE 6 - PAYMENT PROCEDURES**

### **6.01 *Submittal and Processing of Payments***

A. Contractor shall submit Applications for Payment in accordance with Article 14 of the General Conditions and Supplemental Conditions (if applicable). Contractor delivers to Owners a Full and Final Release and Affidavit of Bills Paid in the form attached hereto as Attachment No. 1, executed by Contractor.

Applications for Payment will be processed by Design Engineer as provided in the General Conditions.

### **6.02 *Progress Payments; Retainage***

A. Owners shall make progress payments on account of the Contract Price on the basis of Contractor's Applications for Payment on or about the 15th day of each month during performance of the Work as provided herein:

1. Prior to Substantial Completion, progress payments will be made in an amount equal to the percentage indicated below but, in each case, less the aggregate of payments previously made and less such amounts as Design Engineer may determine or Owners may withhold, including but not limited to liquidated damages, in accordance with Paragraph 14.02 of the General Conditions:
  - a. 95% (percent) of Work completed.
  - b. 95% (percent) of cost of materials and equipment not incorporated in the Work.

### **6.03 *Final Payment***

A. Upon final completion and acceptance of the Work in accordance with Paragraph 14.07 of the General Conditions, Owners shall pay the remainder of the Contract Price as recommended by Design Engineer as provided in said Paragraph 14.07.

## **ARTICLE 7 – CONTRACTOR'S REPRESENTATIONS**

7.01 To induce Owners to enter into this Agreement Contractor makes the following representations:

- A. Contractor has examined and carefully studied the Contract Documents and the other related data identified in the Proposal Documents.
- B. Contractor has visited the Site and become familiar with and is satisfied as to the general, local, and Site conditions that may affect cost, progress, and performance of the Work.
- C. Contractor is familiar with and is satisfied as to all federal, state, and local Laws and Regulations that may affect cost, progress, and performance of the Work.
- D. Contractor has obtained and carefully studied (or assumes responsibility for doing so) all examinations, investigations, explorations, tests, studies, and data concerning conditions

**Bidding Requirements, Contracts Forms & Conditions of the Contract**

**CONTRACT AGREEMENT**

**CSP 24-032 S. UNION AVE IMPROVEMENTS**

**Exhibit 7**

(surface, subsurface, and Underground Facilities) at or contiguous to the Site which may affect cost, progress, or performance of the Work or which relate to any aspect of the means, methods, techniques, sequences, and procedures of construction to be employed by Contractor, including any specific means, methods, techniques, sequences, and procedures of construction expressly required by the Proposal Documents, and safety precautions and programs incident thereto.

E. Contractor does not consider that any further examinations, investigations, explorations, tests, studies, or data are necessary for the performance of the Work at the Contract Price, within the Contract Times, and in accordance with the other terms and conditions of the Contract Documents.

F. Contractor is aware of the general nature of work to be performed by Owners and others at the Site that relates to the Work as indicated in the Contract Documents.

G. Contractor has correlated the information known to Contractor, information and observations obtained from visits to the Site, reports and drawings identified in the Contract Documents, and all additional examinations, investigations, explorations, tests, studies, and data with the Contract Documents.

H. Contractor has given Design Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Contractor has discovered in the Contract Documents, and the written resolution thereof by Design Engineer is acceptable to Contractor.

I. The Contract Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work.

**ARTICLE 8 - MISCELLANEOUS**

**8.01 *Terms***

A. Terms used in this Agreement will have the meanings stated in the General Conditions.

**8.02 *Assignment of Contract***

A. No assignment by a party hereto of any rights under or interests in the Contract will be binding on another party hereto without the written consent of the party sought to be bound; and, specifically but without limitation, moneys that may become due and moneys that are due may not be assigned without such consent (except to the extent that the effect of this restriction may be limited by law), and unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under the Contract Documents.

**8.03 *Successors and Assigns***

A. Owners and Contractor each binds itself, its partners, successors, assigns, and legal representatives to the other party hereto, its partners, successors, assigns, and legal representatives in respect to all covenants, agreements, and obligations contained in the Contract Documents.

**8.04 *Severability***

A. Any provision or part of the Contract Documents held to be void or unenforceable under any Law or Regulation shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon Owners and Contractor, who agree that the Contract Documents shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

Bidding Requirements, Contracts Forms & Conditions of the Contract

CONTRACT AGREEMENT

CSP 24-032 S. UNION AVE IMPROVEMENTS

Exhibit 7

8.05 *Governing Law*

A. The Contract shall be governed by the law of the state of Texas without regard to its conflict of law principles.

8.06 *Venue*

A. This Agreement is entered into and performed in Comal County, Texas, and the Contractor and the Owners agree that mandatory venue for any legal action related to this contract shall be in the District Courts of Comal County, Texas.

8.07 *Indemnity Against Loss*

A. TO THE FULLEST EXTENT PERMITTED BY LAWS AND REGULATIONS, CONTRACTOR SHALL INDEMNIFY, HOLD HARMLESS AND DEFEND CITY OF NEW BRAUNFELS AND NEW BRAUNFELS UTILITIES, AND THEIR RESPECTIVE OFFICERS, AGENTS AND EMPLOYEES FROM ANY LOSS, DAMAGE, LIABILITY OR EXPENSE, INCLUDING REASONABLE ATTORNEY'S FEES, ON ACCOUNT OF DAMAGE TO PROPERTY AND INJURIES, INCLUDING DEATH, TO ALL PERSONS, INCLUDING EMPLOYEES OF THE CONTRACTOR OR ANY OF ITS CONSULTANTS, WHICH MAY ARISE FROM ANY NEGLIGENT ACT, ERROR OR OMISSION, ON THE PART OF THE CONTRACTOR, ITS EMPLOYEES, AGENTS, AND CONSULTANTS, PURSUANT TO THIS CONTRACT.

B. THE OWNERS DO NOT ASSUME ANY LIABILITY TO THIRD PERSONS, NOR WILL THE OWNERS REIMBURSE THE CONTRACTOR FOR ITS LIABILITY TO A THIRD PERSON, WITH RESPECT TO LOSS DUE TO DEATH, BODILY INJURY, OR DAMAGE TO PROPERTY RESULTING IN ANY WAY FROM THE PERFORMANCE OF THIS CONTRACT OR ANY SUBCONTRACT HEREUNDER, AND CONTRACTOR FURTHER AGREES TO PROVIDE THE DEFENSE FOR, AND INDEMNIFY AND HOLD HARMLESS OWNERS FROM ANY AND ALL CLAIMS, SUITS, CAUSES OF ACTION, AND LIABILITY, ARISING IN CONNECTION WITH THIS CONTRACT.

8.08 *Prohibition on Contracts with Companies Boycotting Israel*

A. The Contractor hereby verifies that it and its parent company, wholly-or majority owned subsidiaries, and other affiliates, if any, does not boycott Israel and, to the extent this Agreement is a contract for goods or services, will not boycott Israel during the term of this Agreement as described in Chapter 2271 of the Texas Government Code, as amended. [USE IN LIEU OF THE PREVIOUS SENTENCE IF THE CONTRACTOR IS EXEMPT FROM THE ISRAEL BOYCOTT REQUIREMENT—The Contractor hereby declares that it is exempt from Chapter 2271 of the Texas Government Code, as amended.] The foregoing verification is made solely to comply with Chapter 2271.002 of the Texas Government Code, as amended, and to the extent such Section does not contravene applicable federal and State law. As used in the foregoing verification, "boycott Israel" means refusing to deal with, terminating business activities with, or otherwise taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations specifically with Israel, or with a person or entity doing business in Israel or in an Israeli-

**Bidding Requirements, Contracts Forms & Conditions of the Contract**  
**CONTRACT AGREEMENT**  
**CSP 24-032 S. UNION AVE IMPROVEMENTS**  
**Exhibit 7**

controlled territory, but does not include an action made for ordinary business purposes. The Contractor understands "affiliate" to mean an entity that controls, is controlled by, or is under common control with the Contractor and exists to make a profit.

**8.09 Contracts with Companies Engaged in Business with Iran, Sudan or Foreign Terrorist Organizations Prohibited**

A. The Contractor represents that neither it nor any of its parent company, wholly-or majority-owned subsidiaries, and other affiliates is a company identified on a list prepared and maintained by the Texas Comptroller of Public Accounts under Section 2252.153 or Section 2270.0201, Texas Government Code, as amended, and posted on any of the following pages of such officer's internet website:

<https://comptroller.texas.gov/purchasing/docs/sudan-list.pdf>,  
<https://comptroller.texas.gov/purchasing/docs/iran-list.pdf>, or  
<https://comptroller.texas.gov/purchasing/docs/fto-list.pdf>.

B. The foregoing representation is made solely to comply with Section 2252.152, Texas Government Code, as amended, and to the extent such Section does not contravene applicable federal or State law and excludes the Contractor and each of its parent company, wholly-or majority-owned subsidiaries, and other affiliates, if any, that the United States government has affirmatively declared to be excluded from its federal sanctions regime relating to Sudan or Iran or any federal sanctions regime relating to a foreign terrorist organization. The Contractor understands "affiliate" to mean an entity that controls, is controlled by, or is under common control with the Contractor and exists to make a profit.

**8.10 Electronic Signatures (this section is omitted)**

**8.11 Texas Public Information Act**

A. The Contractor recognizes that this Project is publicly owned, and the Owners is subject to the disclosure requirements of the Texas Public Information Act (the "PIA"). As part of its obligations within the Contract Documents, the Contractor agrees, at no additional cost to the Owners, to cooperate with the Owners for any particular needs or obligations arising out of the owner's obligations under the TPIA. This acknowledgement and obligation are in addition to and complimentary to the owner's audit rights.

B. This provision applies if the Agreement has a stated expenditure of at least \$1 million in public funds for the purchase of goods or services by the Owners or results in the expenditure of at least \$1 million in public funds for the purchase of goods or services by the Owners in a fiscal year of NBU (the Owners).

C. The Contractor must (1) preserve all contracting information related to the Agreement as provided by the records retention requirements applicable to the Owners for the duration of the Agreement; (2) promptly provide to the Owners any contracting information related to the Agreement that is in the custody or possession of the Construction Manager on request of the Owners; and (3) on completion of the Agreement, either:

- i. provide at no cost to the Owners all contracting information related to the Agreement that is in the custody or possession of the Contractor; or

**Bidding Requirements, Contracts Forms & Conditions of the Contract**

**CONTRACT AGREEMENT**

**CSP 24-032 S. UNION AVE IMPROVEMENTS**

**Exhibit 7**

- ii. preserve the contracting information related to the Agreement as provided by the records retention requirements applicable to the Owners.

D. The requirements of Subchapter J, Chapter 552, Texas Government Code, may apply to this Agreement and the Contractor agrees that the Agreement can be terminated if the Contractor knowingly or intentionally fails to comply with a requirement of that subchapter.

**ARTICLE 9 - INSURANCE**

**9.01 *Evidence of Contractor's Insurance***

A. When Contractor delivers the executed counterparts of the Agreement to Owners, Contractor shall also deliver to Owners, with copies to each named insured and additional insured, the certificates and other evidence of insurance required to be provided by Contractor in accordance with the Insurance Rider that is Exhibit A to this Agreement. Evidence of insurance is attached as Exhibit C to this Agreement.

[Add Exhibit A – Insurance Rider]

[Add Exhibit B – Evidence of Insurance]

[Add Exhibit C – Contractor's Bid Form]

**Bidding Requirements, Contracts Forms & Conditions of the Contract**

**CONTRACT AGREEMENT**

**CSP 24-032 S. UNION AVE IMPROVEMENTS**

**Exhibit 7**

IN WITNESS WHEREOF, Owners and Contractor have signed this Agreement in duplicate. One counterpart each has been delivered to Owners and Contractor. All portions of the Contract Documents have been signed or identified by Owners and Contractor or on their behalf.

This Agreement will be effective on \_\_\_\_\_, \_\_\_\_\_ (which is the Effective Date of the Agreement).

OWNERS:

CITY OF NEW BRAUNFELS

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

Printed Name: Robert Camareno

Title: City Manager

[SEAL]

Attest: \_\_\_\_\_

Title: \_\_\_\_\_

Address for giving notices:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

NEW BRAUNFELS UTILITIES

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

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

[SEAL]

Attest: \_\_\_\_\_

Title: \_\_\_\_\_

Address for giving notices:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

CONTRACTOR:

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

Printed  
Name: \_\_\_\_\_

Title: \_\_\_\_\_

[CORPORATE SEAL]

Attest: \_\_\_\_\_

Title: \_\_\_\_\_

Address for giving notices:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

License  
No.: \_\_\_\_\_  
(Where Applicable)

Agent for service or process:

(If Contractor is a corporation or a partnership,  
attach evidence or authority to sign.)

**Bidding Requirements, Contracts Forms & Conditions of the Contract**  
**CONTRACT AGREEMENT**  
**CSP 24-032 S. UNION AVE IMPROVEMENTS**  
**Exhibit 7**

**END OF DOCUMENT**