



☒ AMENDMENT OF SOLICITATION
☐ MODIFICATION OF CONTRACT

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

Page 1 of 1

1. Solicitation No. CSP 24-027		2. Contract No.		3a. Amendment No. 1 3b. Modification No.		4. Effective Date of this Action 10-Jul-24	
5. Name and Address of Offeror or Contractor				6. For Information Call: Greg Gutierrez Buyer Phone No.: 830-221-4398 Email: ggutierrez@newbraunfels.gov		7. Amount of Contract/Order is: Increased by: Decreased by: \$ _____ New Total: <input checked="" type="checkbox"/> Unchanged	
8. THIS BLOCK APPLIES TO AMENDMENTS OF SOLICITATIONS ONLY: The above numbered solicitation is amended as set forth in Block 10 below. <input checked="" type="checkbox"/> The date and time specified for receipt of offers IS NOT extended. <input type="checkbox"/> THE DATE AND TIME SPECIFIED FOR RECEIPT OF OFFERS IS CHANGED TO: Offerors must acknowledge receipt of this amendment prior to the date and time specified in the solicitation or as amended, by one of the following methods: (i) By completing Blocks 5 and 11 and returning this Amendment in the number of copies specified for the solicitation; (ii) By acknowledging receipt of this Amendment on each copy of the bid submitted; or, (iii) By separate letter, telegram, or fax referencing the solicitation and amendment. If by virtue of this Amendment offeror desires to change an offer already submitted, such change may be made by letter or email, provided each such notice makes reference to the solicitation AND this Amendment and is received prior to the date and time specified. NOTICE: NON-RECEIPT OF YOUR OFFER AND THIS AMENDMENT AT THE DESIGNATED PLACE WITHIN THE DATE AND TIME SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER.							
9. THIS BLOCK APPLIES TO MODIFICATIONS TO CONTRACTS, DELIVERY OR PURCHASE ORDERS ONLY. The above numbered Contract, Delivery, or Purchase order is modified as set forth in block 10 below. <input type="checkbox"/> This Change Order is issued in accordance with authority granted by instrument referenced in block 2. <input type="checkbox"/> The instrument in Block 2 is modified to reflect administrative changes. <input type="checkbox"/> This Supplemental Agreement is entered into pursuant to the Authority of: General Provision #2 Changes. <input type="checkbox"/> Other (Specify type of modification and authority): _____ <input type="checkbox"/> CONTRACTOR IS REQUIRED TO SIGN THIS DOCUMENT. <input type="checkbox"/> Contractor is not required to sign this document but is requested to acknowledge receipt.							
10. DESCRIPTION OF CHANGES: Question Deadline is extended to July 16, 2024 5PM. ***Proposal Deadline remains the same. Site Visit is scheduled for July 12, 2024 8:30-9:30AM. We will meet at the corner of Goodwin Ln and Pebble Creek Run. Pre-Proposal Minutes are attached. Except as provided herein, all terms and conditions of the document referenced above remain unchanged and in full force and effect.							
11a. SIGNATURE OF OFFEROR OR CONTRACTOR				CITY OF NEW BRAUNFELS, TEXAS			
11b. PRINTED NAME AND TITLE		11c. DATE		SIGNED Greg Gutierrez Buyer Date 10-Jul-24			



**CSP 24-027 West Alligator Creek Trail
PRE-PROPOSAL CONFERENCE AGENDA
July 9 at 10 a.m.**

A. Announcement of Solicitation: CSP 24-027 West Alligator Creek Trail

1. Solicitation Schedule:

- a. Date issued: June 18, 2024
- b. Non-mandatory Pre-Proposal Conference: July 9, 2024 at 10:00 A.M. (Central Time)

Hosted via Teams. Please click the link below to join the webinar: [Join the meeting now](#)

- c. Sign-in – Please provide your company name, contact person, email, and phone # in the chat window of this Teams meeting.
- d. All questions must be submitted to Greg Gutierrez no later than **July 10, 2024, by 5:00 P.M. (Central Time)**.
- e. All proposals are due to New Braunfels City Hall, City Secretary Office - Attention: Purchasing, **no later than 3:00 P.M. (Central Time) on July 23, 2024.**
- f. Proposals will be read aloud at City Hall and posted on the city website:
 - City of New Braunfels' website, <https://www.newbraunfels.gov/2694/Solicitations>.
- g. **Notice of Award:** It is the City's intent to make its recommendation to City Council for approval in August 2024, with Notice to Proceed in September 2024.

B. Introductions (Staff)

1. Greg Gutierrez, Buyer – ***primary point of contact until the contract is awarded.***
Phone: (830) 221-4398 Email: ggutierrez@newbraunfels.gov
2. Josh Niles, City Project Manager – Project Contact
Phone: (830) 221-4638 Email: jniles@newbraunfels.gov
3. ESP Engineering, Design Engineer

Estimated Budget: Project Construction Budget \$1,620,000

C. Description of Work:

Technical description will be discussed during this meeting.

The City of New Braunfels (City) and NBU is seeking a construction company with quality experience as a general contractor with specific experience in trail and concrete construction, and general construction activities of the same or similar type, size, nature, and class.

D. Review of Bidding Procedures

1. Solicitation documents may be obtained at:
 - The BidNet Direct website, <https://www.bidnetdirect.com/texas/city-of-new-braunfels>
 - The City of New Braunfels' website, <https://www.newbraunfels.gov/2694/Solicitations>
2. **Submission:** Proposer must follow proposal instructions notated within Sections 1 through 5 of the solicitation documents to provide consistency for the evaluation committee.



**CSP 24-027 West Alligator Creek Trail
PRE-PROPOSAL CONFERENCE AGENDA
July 9 at 10 a.m.**

- a. Deadline for submittal of Questions and Requests for clarifications will be **July 10, 2024, at 5:00 p.m.**
- b. All proposals are due to New Braunfels City Hall, City Secretary Office - Attention: Purchasing, **no later than 3:00 P.M. (Central Time) on July 23, 2024.**
- c. All proposals must be time stamped by the City Secretary's Office at the New Braunfels City Hall.
- d. Proposals received after the time and date set for submission will be returned, unopened, upon request.
- e. Label as follows:

Delivery Address

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

Labeled:

**CSP 24-027
West Alligator Creek Trail
Due: July 23, 2024 – 3pm**

E. Required Proposal Documents:

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

TAB 1 – Acknowledgment of Addenda, if applicable.

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

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

TAB 4 – Cost Proposal Form

TAB 5 – Vendor Certifications

TAB 6 – Plan and Schedule

TAB 7 – Acceptable Documentation

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

TAB 8 – Required information indicated in Drawings, if applicable

Required after contract award – Performance, Payment and Maintenance Bonds

F. General Information

1. Project Schedule:

- a. Construction – 270 Calendar Days

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



**CSP 24-027 West Alligator Creek Trail
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G. Other Instructions

1. Evaluation Criteria –

Score	Description
70	Cost Proposal Price
20	Experience and Qualifications
10	Proposed Project Timelines

2. Retainage: (5%)

3. Bonding & Insurance –

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

4. Prevailing wage rates: Davis Bacon Wage Rates – Attachment 3 – Prevailing Wage Schedule

5. General Contractor Registration with the City

6. Anti-Lobbying: Section 2.14

H. Technical Discussion – Project Managers and Engineers:

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

Statement of Work:

- Construction of approximately 1.35 miles of ten-foot-wide hike and bike trails with several pedestrian low water crossings and associated amenities along Alligator Creek from Goodwin Road to the Oak Creek Estates neighborhood on either side of the creek. Amenities will include trail signage, seating areas, trash receptacles and mile markers.

I. Questions and Answers:

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