





**CSP 24-039 McQueeney Road Rehabilitation  
PRE-PROPOSAL CONFERENCE  
September 5, 2024 at 10 a.m.**

**A. Announcement of Solicitation: CSP 24-039 McQueeney Road Rehabilitation**

**Joint Solicitation with New Braunfels Utilities**

1. Solicitation Schedule:
  - a. Date issued: August 13, 2024
  - b. Non-mandatory Pre-Proposal Conference: September 5, 2024 at 10:00 A.M. (Central Time)  
Hosted via Teams. Please click the link below to join the webinar:  
[Join the meeting now](#)  
Meeting ID: 227 415 992 622  
Passcode: Xz4xyj  
Sign-in – Please provide your company name, contact person, email, and phone # in the chat window of this Teams meeting.
  - c. All questions must be submitted to Barbara Coleman no later than **September 9, 2024, by 5:00 P.M. (Central Time)**.
  - d. All proposals are due to New Braunfels City Hall, City Secretary Office - Attention: Purchasing, **no later than 3:00 P.M. (Central Time) on September 19, 2024.**
  - e. 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>.
  - f. **Notice of Award:** It is the City's intent to make its recommendation to City Council for approval in October 2024, with Notice to Proceed in November 2024.

**B. Introductions (Staff)**

1. Barbara Coleman, Purchasing Manager – ***primary point of contact until the contract is awarded.***  
Phone: (830) 221-4389 Email: [bcoleman@newbraunfels.gov](mailto:bcoleman@newbraunfels.gov)
2. Brenadette Faust, City Project Manager – Project Contact  
Phone: (830) 221-4648 Email: [bfaust@newbraunfels.gov](mailto:bfaust@newbraunfels.gov)
3. ESP Associates, Inc. - Design Engineer  
Paul Schroeder, PE  
Phone: (210)349-3271 Email: [pschroeder@espassociates.com](mailto:pschroeder@espassociates.com)

**C. Estimated Construction Budget: \$1,650,000.**

**D. Description of Work:**

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

- Construction of approximately 1.10 miles of roadway rehabilitation including a mill and overlay with limited areas of base repair. The project includes flatwork consisting of sidewalk gap completion with ADA ramp upgrades and reconstruction of affected driveways.

**Review of Bidding Procedures**

1. Solicitation documents may be obtained at:
  - The BidNet Direct website, <https://www.bidnetdirect.com/texas/city-of-new-braunfels>



**CSP 24-039 McQueeney Road Rehabilitation  
PRE-PROPOSAL CONFERENCE  
September 5, 2024 at 10 a.m.**

- 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.
  - a. Deadline for submittal of Questions and Requests for clarifications will be **September 9, 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 September 19, 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 24-032**  
**McQueeney Road Rehabilitation**  
**Due: Sept. 19, 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** (Exhibit 1)

**TAB 5 – Qualifications of Proposer** – as required in Section 04.11.C.

- Also include Vendor Certifications (Exhibit 4)

**TAB 6 – Plan and Schedule** as required in Exhibit 4, Qualifications of Proposer, Section 5.

**TAB 7 – Acceptable Documentation**

- Proposal Guaranty/Bid Bond in an amount no less than five percent (5%) of price proposal (Section 4.13).
- 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).

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

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

**F. General Information**

1. **Project Schedule: (refer to section 04.04.02 of solicitation)**
  - a. Construction – Substantial - 90 Calendar Days; Final – 120 Calendar Days
2. **Liquidated Damages: (refer to section 04.04.02 of solicitation)**



- a. **\$1,285** for each calendar day that expires after the time specified.

#### G. Other Instructions

1. **Evaluation Criteria – Refer to section 04.11 for more detail.**

Score	Description
70	Cost Proposal Price
20	Experience and Qualifications <ul style="list-style-type: none"><li>General Contractor specific experience in roadway construction of similar type, size, nature- \$2,000,000 – last 5 yrs</li><li>Previous work with City of New Braunfels</li><li>Sub-Contractor experience (if applicable) – last 5 yrs</li></ul>
10	Proposed Project Timelines Provide Baseline Schedule and Schedule Strategies
Pass/Fail	Financial Capacity

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 – Section 04.018
4. **Prevailing wage rates:** Davis Bacon Wage Rates – Exhibit 3 – Prevailing Wage Schedule
5. **General Contractor Registration with the City**
6. **Anti-Lobbying:** Section 4.19.09

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

##### I. Questions and Answers:

- Is RAP allowed on the asphalt product?
  - No. The City does not allow RAP on its projects.
- What type is the binder?
  - Type B – 64-22 and Type C – 70-22
- Are we looking at full depth repair at Walgreens entrance – will the concrete be taken out?
  - No, full depth reconstruction will be limited to the current asphalt roadway. The 2 concrete driveways including the entrance will remain outside of the project limits.
- Is testing provided by the contractor?
  - The City will provide quality assurance testing in accordance with section 13.03 of the project manual.

## 1. Summary

Meeting title CSP 24-039 McQueeney Pre-proposal Meeting

Attended participants 11

Unidentified participants 4

Start time "9/05/24, 9:52:51 AM"

End time "9/05/24, 10:18:16 AM"

Meeting duration 25m 25s

Average attendance time 17m 47s

## 2. Participants

Name	First Join	Last Leave	In-Meeting Duration	Email	Participant ID (UPN)	Role
Pedro Diaz (External)	"9/05/24, 9:58:31 AM"	"9/05/24, 10:18:12 AM"	19m 41s	Pedro@danddcontractors.com	Pedro@danddcontractors.com	Presenter
WD Fischer (Unverified)	"9/05/24, 9:58:32 AM"	"9/05/24, 10:14:30 AM"	15m 58s			Presenter
Billy Bennett (Bennett Paving) (Unverified)	"9/05/24, 9:58:52 AM"	"9/05/24, 10:16:06 AM"	17m 13s			Presenter
Paul Schroeder (External)	"9/05/24, 9:59:39 AM"	"9/05/24, 10:18:11 AM"	18m 32s	pschroeder@espassociates.com	pschroeder@espassociates.com	Presenter
William Word (External)	"9/05/24, 10:00:20 AM"	"9/05/24, 10:17:53 AM"	17m 32s	w.word@deanword.com	w.word@deanword.com	Presenter
Danny Valero	"9/05/24, 10:01:34 AM"	"9/05/24, 10:18:15 AM"	16m 40s			Presenter
Will Fischer (External)	"9/05/24, 10:13:30 AM"	"9/05/24, 10:17:57 AM"	4m 27s	wdfischer@brauntexmaterials.com	wdfischer@brauntexmaterials.com	Presenter

## 3. In-Meeting Activities

Name	Join Time	Leave Time	Duration	Email	Role
Pedro Diaz (External)	"9/05/24, 9:58:31 AM"	"9/05/24, 10:18:12 AM"	19m 41s	Pedro@danddcontractors.com	Presenter
WD Fischer (Unverified)	"9/05/24, 9:58:32 AM"	"9/05/24, 10:14:30 AM"	15m 58s		Presenter

Billy Bennett (Bennett Paving) (Unverified)	"9/05/24, 9:58:52 AM"	"9/05/24, 10:16:06 AM"	
17m 13s	Presenter		
Paul Schroeder (External)	"9/05/24, 9:59:39 AM"	"9/05/24, 10:18:11 AM"	18m 32s
pschroeder@espassociates.com	Presenter		
William Word (External)	"9/05/24, 10:00:20 AM"	"9/05/24, 10:17:53 AM"	17m 32s
w.word@deanword.com	Presenter		
Danny Valero	"9/05/24, 10:01:34 AM"	"9/05/24, 10:18:15 AM"	16m 40s
Presenter			
Will Fischer (External)	"9/05/24, 10:13:30 AM"	"9/05/24, 10:17:57 AM"	4m 27s
wdfischer@brauntexmaterials.com	Presenter		