

CITY OF NEW BRAUNFELS



REQUEST FOR COMPETITIVE SEALED PROPOSALS for

ON-CALL Road Construction Work

Solicitation # CSP 25-026

Date Issued:

March 20, 2025

**RESPONSES MUST BE RECEIVED NO LATER THAN:
3:00 P.M. CST April 10, 2025**

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:

Greg Gutierrez

Phone: 830-221-4398

Email: ggutierrez@newbraunfels.gov



SOLICITATION AND OFFER

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

Solicitation Number: CSP 25-026
On-Call Road Construction Work

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

Date Issued:
March 20, 2025

SOLICITATION

No Pre-Proposal Conference will be hosted.

Questions may be submitted until close of business day on **April 4, 2025 5:00 P.M. (Central Time)**

Responses are Due on April 10, 2025 by 3:00 p.m. Proposals received after the time and date set for submission will be returned, unopened, upon request.

Proposers may submit an electronic or manual response as per instruction in Section 3.05. Proposals will **not be read aloud**.

For information regarding this solicitation, contact:

(NO collect calls, Telegraphic, Email, On-Line or Fax offers accepted)

Purchasing Representative

Greg Gutierrez

Buyer

Email : GGutierrez@newbraunfels.gov

Phone : (830) 221-4398

Fax: (830) 608-2112

5% Proposal Bond Required:	☒ YES	☐ NO	(If YES, refer to information in Section 5.)
100% Payment Bond Required:	☒ YES	☐ NO	(If YES, refer to information in Section 5.)
100% Performance Bond Required:	☒ YES	☐ 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 Owner 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 Owner.

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 5.21.)

Name
and
Address
of Proposer:

Name and Title of Person Authorized to Sign Offer:

E-Mail Address:

Telephone Number:

Fax Number:

Signature:

Date:

Name, Address, E-mail Address, and
Telephone Number of Person authorized to
conduct negotiations on behalf of Proposer.

(Applies to Request for Proposal only.)

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Section 5	Terms and Conditions		
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Exhibits:

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 A: Plans

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	Measurements and Payment Procedure
Section 12	Change Order Procedures
Section 13	Geotechnical Data
Section 14	Coordination and Meetings
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Section 17	TPDES General Permit for Construction
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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	Trees and Plant Protection

TECHNICAL SPECIFICATIONS

The Construction Specifications for this Project are included in the contract documents. In the event a specification is not provided in the CONB plans and specifications, the current version of the *City of San Antonio Standard Specifications for Construction* (as amended and revised), and *TxDOT Standard Specifications 2014* will apply for this project where applicable.

Refer to *City of New Braunfels Utility Standard Specifications* for water and sewer specifications. Refer to *TxDOT Standard Specifications 2014* for excavation, subgrade prep, hot mix and concrete pavement, pavement replacement,

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* will apply for this project where applicable.

INSTRUCTIONS FOR RESPONSE

03.01 PURPOSE

The purpose of this Competitive Sealed Proposal (CSP) is issued by the City of New Braunfels, (hereinafter referred to as the "City") to request proposal submissions from interested and qualified service providers qualified to provide an On-Call Road Construction work as described in Section 4 of this CSP.

03.02 AVAILABLE DOCUMENTS

On-Call Road Construction Work - Proposals are due April 10, 2025 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://newbraunfels.gov/2694/Solicitations>

03.03 PRE-PROPOSAL CONFERENCE

There will not be a Pre-Proposal Conference for on-call work.

03.04 SOLICITATION SCHEDULE

DATE	MILESTONE
March 20, 2025	Issued on and posted at: https://www.bidnetdirect.com/texas/city-of-new-braunfels and https://www.nbtexas.org/2694/Active-Solicitations
April 4, 2025	Deadline to receive questions shall be 5:00 P.M.
April 10, 2025	Proposal submission deadline shall be 3:00 P.M.
April 2025	City Evaluation
May 2025	Anticipated Contract Award

03.05 SUBMISSION OF PROPOSAL

- (a) Electronic Bidding. The City of New Braunfels has partnered with its third-party vendor, Texas Purchasing Group (BidNet Direct) as its e-procurement site. For this Request for Proposal, electronic bid submission is another option available to Proposers.

The link to BidNet Direct website: <https://www.bidnetdirect.com/texas/city-of-new-braunfels>.

You must register on the BidNet Direct site prior to your electronic submission. If you have any problems completing your vendor registration or submitting your electronic bid, please contact BidNet at (800) 835-4603, Option 2, to speak with live customer support.

If submitting an electronic bid through BidNet, an original hardcopy and USB will NOT be required.

- (b) Deliver your Proposal, or changes to your Proposal, in SEALED ENVELOPES OR PACKAGES identified on outside as a Request for Proposal to Owner, with Respondent's name and address, and solicitation name. Failure to submit Proposal in this manner may subject Respondent to disqualification. **Proposal may be delivered in person to the New Braunfels City Hall, or by Express Mail or delivery service to:**

**City of New Braunfels
City Secretary's Office/Front Lobby
ATTN: Purchasing
550 Landa Street
New Braunfels, TX 78130**

The outside of the Proposal envelope or package **must state**:

"RFP 25-026 On-Call Road Construction Work"

It is the sole responsibility of the respondent to ensure timely delivery of the Proposal. Owner 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 respondent. **PROPOSALS RECEIVED AFTER THE CLOSING DATE AND TIME WILL NOT BE ACCEPTED OR CONSIDERED.**

- (c) An authorized official of the firm must print or type their name and **SIGN THE ORIGINAL PROPOSAL, AND USB COPY MUST REFLECT THE SAME SIGNATURE.**
- (d) Proposals may not be withdrawn after the time set for the closing, unless approved by the City.
- (e) Your offer or a modification to your offer is LATE if received after the time set for Proposal opening and will not be considered.
- (f) To achieve a uniform review process and to obtain a maximum degree of comparability, the City of New Braunfels requires that Proposals be submitted electronic through Bidnet Direct or manual with **one (1) original master (marked 'original'), and one signed USB electronic copy of all documents listed below. If submitting an electronic bid through BidNet, an original hardcopy and USB will not be required.**
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 – Qualifications of Proposer** – as required in Section 04.11.C.
 - Also include Vendor Certifications (Exhibit 4)
7. **TAB 6 – Plan and Schedule** as required in Exhibit 4, Qualifications of Proposer, Section 4.11.C.3.
8. **TAB 7 – Acceptable Documentation**
 - Proposal Guaranty/Bid Bond in an amount no less than five percent (5%) of price proposal (Section 4.13 and 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).
9. **TAB 8 – Required information indicated in Drawings, if applicable.**
10. ***Required after contract award* – Performance and Payment Bonds** (Section 4.15 and Exhibit 2).

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

03.07 CONTACT QUESTIONS

03.07.01 All *questions* concerning this solicitation shall be submitted through the Bidnet Direct website.

03.07.02 Responses to questions/inquiries that directly affect an interpretation or change to this CSP will be issued in writing by Purchasing as an addendum and posted at:

- <https://www.bidnetdirect.com/texas/city-of-new-braunfels> and
- the City's website <https://www.newbraunfels.gov/2694/Solicitations>

All such addenda issued by the Purchasing Representative before the time that Proposals are received shall be considered part of the RFP.

03.07.04 All prospective respondents are hereby instructed to not contact any member of the City of New Braunfels' City Council, City Manager, evaluation committee, or City of New Braunfels' staff members other than the noted contact person regarding this solicitation on page 1. Any such contact may be cause for rejection of your Proposal.

END OF SECTION

GENERAL INFORMATION**4.1 PURPOSE**

This is an Indefinite Delivery, Indefinite Quantity (IDIQ) Contract for the Road Construction Work Services and a combination Firm Fixed- Price and Estimated Requirements Contract. The firm fixed-price portion calls for a definite quantity of items as shown in the Schedule of Items, and for which City of New Braunfels incurs an obligation by award of contract. Award of this solicitation for the firm quantities stated obligates the bidder to deliver that firm quantity specified without regard to placement of any Delivery Order. This will be a multi-awarded contract.

4.2 SCOPE OF WORK

The scope of work for this contract includes, but is not limited to the provision of construction of miscellaneous concrete structures including curb and gutter, sidewalks, ADA ramps, driveways, medians, islands, valley gutters, safety-end treatments, riprap, headwall, energy dissipaters, inlets and concrete pads, and other infrastructure services for the City of New Braunfels as identified by the City and may be executed utilizing multiple IDIQ Delivery Orders as needed, in accordance with all contract plans, specification, and contract requirements.

The City will issue individual Delivery Orders against this Contract on a per Project basis, on an as-needed basis. Actual quantity requirements will be stated through issuance of individual Delivery Orders against the contract, and no obligation to pay for any quantities shall be deemed to exist unless or until such orders are issued. The Service /Delivery availability timeframe listed by bidders on page 1, c) of this solicitation shall apply to the individual Delivery Orders.

The estimated total construction volume annually for this contract may exceed \$1,000,000. Exact quantities needed during the year will depend on job assignments.

Upon award by the City of New Braunfels, Contractor shall be obligated to deliver the products at the stated prices, within the time specified, and in accordance with all Terms and Conditions contained herein as specified in individual delivery orders.

4.2.1 City of New Braunfels is obligated to pay for such orders above and to order all its requirements against this contract for which award has been made. City of New Braunfels is not obligated to order products not covered by this contract and is free to secure those requirements from other sources in accordance with applicable purchasing statutes.

4.2.2 Delivery Orders may be issued from date of Award through the entire contract term. All delivery orders are subject to the terms and conditions of this contract. In the event of conflict between a Delivery Order and this contract, the contract shall control.

4.2.3 If mailed, a delivery order is considered "issued" when the City deposits the order in the mail. However, most Delivery Orders will be issued emailed, faxed or be given orally.

4.2.4 Unit prices bid by Contractors shall include preparation costs. The City of New Braunfels is a tax-free entity, so do not include taxes in your unit prices bid.

4.2.5 If the City urgently requires delivery of any quantity of an item before the earliest date that delivery may be specified under this contract, and if the Contractor will not accept an order providing for the accelerated delivery, the City may acquire the urgently required goods or services from another source.

4.2.6 Any order issued during the effective period of this contract and not completed within that period shall be completed by the Contractor within the time specified in the order. The contract shall govern the Contractor's and City's rights and obligations with respect to that order to the same extent as if the order were completed during the contract's effective period.

4.2.7 All traffic control devices shall be provided by the Contractor and shall comply with all TMUTCD regulations.

4.3 TECHNICAL SPECIFICATIONS FOR ROAD CONSTRUCTION WORK

If not otherwise stated, the City of New Braunfels will adhere to the latest version of the Texas Department of Transportation Standard Specifications for Construction and Maintenance of Highways, Streets and Bridges.

Attached and below are known TXDOT specifications that may be applicable to this contract; *however, the list is not inclusive* of all applicable specifications. It will be the responsibility of Contractors to understand and adhere to all TXDOT Standard Specifications for Construction and Maintenance of Highways, Streets and Bridges requirements, and/or other relevant specifications required to provide road construction work.

All compacted subgrade shall consist of native materials scarified to a minimum depth of six inches (where not in rock) and compacted to the extent necessary to provide not less than 95 percent of the maximum dry density as determined using test method TEX-114-E and moisture conditioned to $\pm 2\%$ of optimum. As subgrade is compacted, test as

necessary shall be made by the contractor's Geotechnical Engineer in accordance with test method TEX-115-E.

All flexible base material shall be spread as required and compacted to the extent necessary to provide not less than 95 percent of the maximum dry density as determined using test method TEX-113-E and moisture conditioned to $\pm 2\%$ of optimum. After each section of flexible base is completed, tests as necessary shall be made by the contractor's Geotechnical Engineer in accordance with test method TEX-115-E

Roadway side slopes shall be bladed to a smooth surface conforming to details indicated by the Engineer. See the following pages for further technical specification requirements.

American Society for Testing and Materials, ASTM:

<u>Designation</u>	<u>Description</u>
ASTM D1751	Preformed Expansion Joint Filler for Concrete Paving and Structural Construction
ASTM D4832	Test Method
ASTM D6103	Test Method
ASTM D6023	Test Method

Texas Department of Transportation: Departmental Material Specifications:

<u>Designation</u>	<u>Description</u>
DMS 4600	Hydraulic Cement
DMS 4610	Fly Ash
DMS 4640	Chemical Admixtures for Concrete
DMS-8220	Hot Applied Thermoplastic

Texas Department of Transportation: Standard Specifications for Construction and Maintenance of Highways, Streets, and Bridges:

<u>Designation</u>	<u>Description</u>
Item 100	Preparing Right of Way
Item 104	Removing Concrete
Item 110	Excavation
Item 112	Subgrade Widening
Item 132	Embankment
Item 141	Hydraulic Cement
Item 158	Specialized Excavation Work
Item 300	Asphalts, Oils and emulsions
Item 302	Aggregate for Surface Treatment
Item 340	Hot Mix Asphalt Concrete Pavement
Item 340 Small Qty	Hot Mix Asphaltic Concrete Pavement
Item 350 and 350 Special Provision	Micro-Surfacing
Item 351	Flexible pavement structure repair
Item 400	Excavation for Backfill and Structures

Item 401	Flowable Backfill and related specs.
Item 420	Concrete Structures
Item 421	Portland Cement Concrete
Item 423	Retaining Wall
Item 424	Precast Concrete Structures (fabrication)
Item 440	Reinforcing Steel
Item 445	Galvanizing
Item 450	Railing
Item 556	Pipe Underdrains
Item 458	Waterproofing for Structures
Item 500	Mobilization
Item 502	Barricades, Signs, and Traffic Handling
Item 520	Weighing and Measuring Equipment
Item 522	Portland Cement Concrete Plants
Item 524	Hydraulic Cement
Item 535	Hot Applied Thermoplastic Pavement Markings
Item 540	Metal Beam Guard Fence

Texas Department of Transportation: Manual of Testing Procedures:

<u>Designation</u>	<u>Description</u>
TEX PED 12A	Pedestrian Facilities Curb Ramps
TEX 104A	Testing Fine Aggregate
TEX 106E	Testing for Plasticity Index (PI)
TEX-107E	Determination of Bar Linear Shrinkage of Soils
TEX 110-E, 113-E, 114-E, 115-E, 117-E 128-E, 129-E, 620-J	Test Methods
TEX 200-F	Sieve Analysis of Fine and Coarse Aggregates
TEX-203-F	Sand Equivalent Test
TEX-204-F	Design of Bituminous Mixtures
TEX-207-F	Determination of Density of Compacted Bituminous Mixtures
TEX-208-F Mixtures	Test for Stabilometer Value of Bituminous
TEX-210-F	Determination of Asphalt Content of Bituminous Mixtures by Extraction
TEX-212-F, Part II	Determination of Moisture Content of Bituminous Mixtures (by oven drying)
TEX-215-F	Determination of Asphalt Content of Rock Asphalt by Hot Solvent Method
TEX-217-F	Determination of Deleterious Material and Decantation

TEX-224-F	Test for Coarse Aggregates
TEX-227-F	Determination of Flakiness
	Theoretical Maximum Specific Gravity of Bituminous Mixtures
TEX 236-F	Testing
TEX 400-A	Method of Sampling Stone, Gravel, Sand and Mineral Aggregates
TEX 401-A	Testing
TEX-410-A	Abrasion of Coarse Aggregate Using the Los Angeles Machine
TEX-411-A	Soundness of Aggregate by Use of Sodium Sulfate or magnesium sulfate
TEX-438-A	Accelerated Polish Test for Aggregate
TEX 447-A	Testing
TEX-460-A	Determination of Crushed Face Particle

4.4 WARRANTY AND GUARANTEE; TESTS AND INSPECTIONS; CORRECTION, REMOVAL, OR ACCEPTANCE OF DEFECTIVE WORK

4.4.1 Warranty and Guarantee

The Contractor warrants and guarantees to the Owner that all work will be new, of merchantable quality, in fully operative condition, fit for the intended use, of good quality, and free of any defective work. The Owner will give prompt notice of defective work to the Contractor. All defective work, whether or not in place, may be rejected, corrected or accepted as specified in this bid, or as agreed upon by the Project Manager. The Contractor will be responsible for all direct, indirect and consequential costs and damages resulting from the defective work, and for all direct, indirect and consequential damages resulting from the Contractor's breach of separate specific warranties or guarantees required by the specifications. These warranties take precedence over any other provisions of the Contract Documents unless otherwise provided in the Supplementary Conditions.

4.4.2 Tests and Inspections

If the Contract Documents or any laws and regulations specifically require any work to be inspected, tested, or approved, the Contractor will notify the Inspector to arrange for the inspections and tests. All inspections, tests, and approvals will be performed by firms selected by the Owner. The Owner will pay for initial tests and inspections, and the Contractor will pay for all retests and failed inspections. The Owner may withhold the cost of all failed inspections and retests from payments to the Contractor and may remit these amounts to the inspection or testing firm. The Contractor will furnish the Owner with all required certificates of inspection, testing, and approval. The inspections by the Owner and any inspections, tests, or approvals by firms other than the Owner will not relieve the Contractor from its obligations to perform the work in accordance with the Contract Documents.

4.4.3 Uncovering of Work

If any work is covered contrary to the Contract Documents or the direction of the Owner, the Contractor will uncover the work at the Owner's request and replace the work thereafter at the Contractor's expense. If any work required to be inspected, tested, or approved is covered without the written approval of the Owner, the Contractor will uncover the work at the Owner's request at the Contractor's expense unless the Contractor has given the Owner adequate notice of the Contractor's intention to cover the work, and the Owner has not responded with reasonable promptness to that notice. If the Owner considers it necessary to uncover work that was covered in conformity with the Contract Documents work and any directions of the Owner, the Contractor will uncover, expose, or otherwise make the work available to be observed, inspected, or tested as directed by the Owner, furnishing all necessary labor, material, and equipment. If any defective work is found, the Contractor will bear all expenses of the uncovering and of the observation, inspection and testing, including compensation for additional professional services, and a deductive change order will be issued. If the work is not found to be defective work, the Contractor may submit a claim for an increase in the Contract Price or an extension of the Contract Time, or both as the increases are directly attributable to the uncovering. The Contractor will correct any uncovered work that is found to be defective at the expense of the Contractor.

4.4.4 Correction or Removal of Defective Work

The Contractor will promptly correct or remove any defective work, including fabricated, installed, or completed work, and replace it with non-defective work, as determined by the Owner, without cost to the Owner, before approval of final payment. Additional sampling or testing required by a correction to defective work will be withheld from any money due or to become due to the Contractor. Final payment will not be made until all additional sampling and testing have been invoiced to the Owner and deducted from the Contractor's final payment. If the Contractor does not correct or remove and replace any defective work within a reasonable time as specified in a written notice from the Owner, the Owner may have the defective work corrected or removed and replaced. All direct, incidental, and consequential costs of the correction or removal and replacement, including compensation for additional professional services, will be charged to the Contractor. The Contractor will also bear the expenses of making good all work of others destroyed or damaged by the correction, removal, or replacement of the Contractor's defective work.

4.4.5 Access to Work

The Contractor will provide the Owner and its representatives with access to the work at all times. The Contractor will provide proper and safe facilities for this access and for observation, inspection, and testing of the work.

4.4.7 One (1) Year Warranty Against Defective Work

If any of the work, including fabricated, installed, or completed work, is found to be defective work within one (1) year after the Owner's approval of final payment, the Contractor will promptly correct the defective work, or remove it from the site and replace it with non-defective work, as determined by the Owner, without cost to the Owner. If the Contractor does not correct or remove and replace the defective work within the time specified in a written notice from the Owner, the Owner may have the defective work corrected or removed and replaced. The Owner will immediately repair any defects in an emergency situation and will invoice the Contractor for the work. All direct, incidental, and consequential costs of the correction or removal and replacement, including compensation for additional professional services, will be paid by the Contractor within thirty (30) days of the Owner's submission of a statement to the Contractor. This provision does not limit any other obligations of the Contractor under the Contract Documents or serve as an exclusive remedy of the Owner. This bid defines the Contractor's obligation to correct defective work; it does not relate to the time within which the Contractor's obligations under the Contract Documents may be enforced, or within which proceedings may be commenced to establish the Contractor's liability. The term of the performance bond extends to include this warranty period.

4.4.8 Acceptance of Defective Work

The Owner may choose to accept defective work instead of requiring the Contractor to correct or remove and replace it. If the Owner's acceptance occurs before approval of final payment, a change order may be issued incorporating necessary revisions in the Contract Documents and a reduction in the Contract Price. If the acceptance occurs after approval of final payment, the Contractor will pay the amount of the reduction in Contract Price to the Owner within thirty (30) days of the Owner's submission of a statement to the Contractor. The Owner will determine the amount of the reduction in the Contract Price based on the defective work.

4.4.9 Work Neglected by Contractor

If the Contractor fails to carry out the work in accordance with the Contract Documents, including any requirements of the progress schedule, the Owner may correct the deficiencies without prejudice to any other remedy, and all direct, indirect, and consequential costs and damages incurred as a result, including compensation for additional professional services, will be deducted from the Contractor's subsequent pay request. If the payments due the Contractor are not sufficient to cover the amount, the Contractor will pay the difference to the Owner within thirty (30) days of the Owner's submission of a statement for the amount to the Contractor.

4.5 MOBILIZATION

Contractor will be paid mobilization per project, as applicable, in accordance with Item 500 Mobilization listed below. The project manager reserves the right, to negotiate mobilization cost down with the Contractor if costs are found to be excessive. If negotiations cannot be agreed upon, the Project Manager has the right to proceed with another Contractor and obtain their quote for the project. If costs are less, the PM will proceed with the alternative Contractor.

Item 500 Mobilization**1. DESCRIPTION**

Establish and remove offices, plants, and facilities. Move personnel, equipment, and supplies to and from the project or the vicinity of the project site to begin work or complete work on Contract Items. Bonds and insurance are required for performing mobilization.

For Contracts with emergency mobilization, provide a person and method of contact available 24 hrs. a day, 7 days a week unless otherwise shown on the plans. The time of notice will be the transmission time of the written notice or notice provided orally by the Department's representative.

2. MEASUREMENT

This Item will be measured by the lump sum or each as the work progresses. Mobilization is calculated on the base bid only and will not be paid for separately on any additive alternate items added to the Contract.

3. PAYMENT

For this Item, the adjusted Contract amount will be calculated as the total Contract amount less the lump sum for mobilization. Except for Contracts with callout or emergency work, mobilization will be paid in partial payments as follows:

- Payment will be made upon presentation of a paid invoice for the payment or performance bonds and required insurance,
- Payment will be made upon verification of documented expenditures for plant and facility setup. The combined amount for all these facilities will be no more than 10% of the mobilization lump sum or 1% of the total Contract amount, whichever is less,
- When 1% of the adjusted Contract amount for construction Items is earned, 50% of the mobilization lump sum bid or 5% of the total Contract amount, whichever is less, will be paid. Previous payments under this Item will be deducted from this amount,
- When 5% of the adjusted Contract amount for construction Items is earned, 75% of the mobilization lump sum bid or 10% of the total Contract amount, whichever is less, will be paid. Previous payments under the Item will be deducted from this amount,
- When 10% of the adjusted Contract amount for construction Items is earned, 90% of the mobilization lump sum bid or 10% of the total Contract amount, whichever is less, will be paid. Previous payments under this Item will be deducted from this amount,
- Upon final acceptance, 97% of the mobilization lump sum bid will be paid. Previous payments under this item

will be deducted from this amount, and

- Payment for the remainder of the lump sum bid for "Mobilization" will be made after all submittals are received, final quantities have been determined and when any separate vegetative establishment and maintenance, test, and performance periods provided for in the Contract have been successfully completed.

For projects with extended maintenance or performance periods, payment for the remainder of the lump sum bid for "Mobilization" will be made 6 months after final acceptance.

For Contracts with callout or emergency work, "Mobilization," will be paid as follows:

- Payment will be made upon presentation of a paid invoice for the payment of performance bonds and required insurance,
- Mobilization for callout work will be paid for each callout work request, and
- Mobilization for emergency work will be paid for each emergency work request.

ⁱ After recovering the residue from AASHTO R-78, the sample may be annealed prior to testing to remove any excess moisture and provide for a consistent sample. The annealing can be accomplished by placing 20 grams of residue in a 6 oz. metal container (approx. 3-inch diameter) and heating to 163 °C for no more than 15 minutes. The sample should be stirred with a spatula every 5 minutes. The sample can then be poured directly into a 25mm DSR silicone mold for evaluation.

4.6 PAYMENT OF SERVICES

Contractor shall submit their invoice for payment after completion of each project to the identified City representative at the pre-construction meeting. Please ensure your invoice is itemized and references your purchase order number on the invoice.

Exact arrangement for emailing invoice electronically by email to select City employees will be established at the pre-construction meeting to ensure prompt payment by the City. The City is NET 30 and a tax-free entity.

4.7 MISCELLANEOUS CONDITIONS AND REQUIREMENTS

- a. The Contractor or its designee shall personally supervise all work as specified in the contract. If the Contractor cannot or will not personally supervise the work a competent supervisor is to be assigned the responsibilities of supervision of all work in progress as specified in the contract.

- b. The Contractor will be required to designate, in writing, to the City, the name and cell phone and/or pager number of anyone serving as supervisor in the absence of the supervisor, or Contractor's designee. The designated supervisor may not commence work duties until approved by the City.
- c. The designated supervisor will be given full authority and power to act for the Contractor on items pertaining to overall work performance, management, coordination, and supervision, whenever work specified herein is being performed.
- d. The designated supervisor may also serve as the Quality Control Inspector; provided that his/her job performance is maintained at an acceptable level to the City.
- e. The supervisor and/or Quality Control Inspector will be required to have a copy of the bid requirements in their possession at all time work is in progress for referral concerning questions of contracting responsibility.
- f. The Contractor shall provide supervision of technician(s) work while performing work under this contract. Personal supervision is not required provided that communication equipment or other means are provided that enable the technician(s) to communicate with the Contractor at all times. Each work crew shall have a designated person on the work site that has the authority to respond to inquiries about work details or priorities.

4.8 **EQUIPMENT**

Any equipment provided by Contractor must be new and functional, and must comply with all applicable local, State, Federal and OSHA safety regulations.

4.9 **INSPECTIONS**

The Contractor is responsible for establishing and maintaining an adequate quality control system to satisfactorily inspect and ensure that all work performed is in full compliance with applicable codes. The Contractor's technicians shall verify contractual services are being performed as required by industry standards.

4.10 **DAMAGES**

4.10.1 The City assumes no responsibility for the Contractor's equipment, tools or supplies used in the performance of services.

4.10.2 The City shall not be liable for any loss or damage sustained by the Contractor. The Contractor shall save the City whole and harmless from any and all claims for liability or damage of whatsoever nature and kind, including cost of court and attorney's fees, suffered or asserted to have been suffered by any person or to any property of any person whomsoever, growing out of or resulting from or in any way connected with the performance of work under this agreement.

4.11 CITY'S RESPONSIBILITIES TO CONTRACTOR

The City of New Braunfels shall:

- Provide the Contractor with contact information of City's Project Manager for each job, including telephone number and email address to send correspondence and/or invoices to City.
- Work with the Contractor to coordinate and schedule all contractual services.
- Reserves the right to inspect and deem acceptable all Contractor's furnished materials and workmanship used to accomplish the work.
- Reserves the right to reject Contractor's furnished materials and workmanship which does not conform to specifications.
- Be responsible for timely payment of services performed by Contractor.
- Provide successful Contractor(s) with the City's tax exemption form, upon request.

4.12 CONTRACT TIMES**4.12.01 Time of the Essence**

- A. Each Task Order will specify the Days to Achieve Substantial completion and Final Payment.
- B. 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.
- C. **Days to Achieve Substantial Completion and Final Payment**
The Work to be substantially completed and to be ready for final payment are defined as calendar days. Each Task Order assigned will provided a Notice to Proceed by the Project Manager using the following template:

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

4.12.02 Liquidated Damages

- A. Liquidated Damages are optional per project. If the project manager determines a need the term will be specified in the project scope.
- B. Contractor and Owner recognize that time is of the essence of this Agreement and that Owner will suffer financial loss if the Work is not completed within the times

specified in Paragraph 4.04.01 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 proceeding the actual loss suffered by Owner if the Work is not completed on time. Accordingly, instead of requiring any such proof, Owner and Contractor agree that as liquidated damages for delay (but not as a penalty), Contractor shall pay Owner **\$1200** for each calendar day that expires after the time specified in Paragraph 4.04.01 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 Owner, Contractor shall pay Owner **\$1200** for each calendar day that expires after the time specified in Paragraph 4.04.01 for completion and readiness for final payment until the Work is completed and ready for final payment.

04.13 PROJECT COST

The estimated construction cost are dependent on the projects authorized on an annual basis. The historical spend is approximately \$2-3,000,000 annually. The project varies in size.

Task Order Process:

The following steps shall be taken to issue a Task Order:

- Step 1: When the City identifies a need for specific task(s), the successful Contractor will be provided a written scope of work.
- Step 2: Consultant shall take the written scope of work and submit an estimate of the mix of personnel and the hours of all proposed personnel and the time frame to perform the work.
 - The estimate shall include the loaded rates proposed on Exhibit/Attachment "B" and will allocate fees to the indicated phases and tasks as applicable to the proposed project:
 - Prepare and submit an estimate within 24 hours of the request for review, modification as needed, and approval by the City. This will include personnel hours with loaded rates per phase and/or task.
 - Include Deployment timeline.
 - Return Task Order Quote
- Step 3: The City will review the estimate. Once the estimate and scope is acceptable the City will provide a Notice To Proceed.
 - The City will issue a Purchase Order to support the Task Order
- Step 4: Contractor deploys Task.
 - A minimum of 24 hours advance notice will be given for scheduling or canceling field inspection and testing services.
 - Review and verify the list of locations via web-based programs, such as Google Earth, to identify the best deployment site.
 - Notate all location details including any location-specific scheduling restrictions.

- Confirm receipt of all City of New Braunfels determined peak periods (as applicable).
- Provide site-specific questions and recommendations to the City for review, discussion as needed, and approval.
- Contractor will request and obtain the necessary permits. Notify appropriate City personnel and relevant local agencies. Copies of all permits will be shared with the City and any other agency as required.
- Create final project documentation for use throughout the request life cycle, containing the specific details previously discussed.
- Step 5: Task is completed with appropriate notifications to the City. The City will validate acceptance and completion of the work before authorization of final payment.
- Invoices will be submitted monthly for work in process and are due and payable 30 days from invoice date.

04.14 PAYMENT PROCEDURES

04.14.01 Submittal and Processing of Payments

Contractor shall submit Applications for Payment in accordance with the General Conditions and Exhibit 5, "Supplemental Conditions."

04.14.02 Progress Payments

Owner 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. Retainage is not assessed on this contract.

04.14.03 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, Owner shall pay the remainder of the Contract Price as recommended by Engineer as provided in said Paragraph 14.07.

04.15 DEVIATION FROM SPECIFICATION/ REQUIREMENTS

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, the City will require that the good/service(s) be provided as specified.

04.16 CONTRACTOR'S REPRESENTATIONS

In order to induce Owner to enter into the awarded contract, Contractor makes the following representations:

- A. Contractor has examined and carefully studied the contract 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 Owner 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.

04.17 CONTRACT DOCUMENTS

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.

04.18 COMPETITIVE SEALED PROPOSALS

This request for competitive sealed proposal is presented in accordance with Section 2269.151 Texas Government Code and City requirements.

- A. The City of New Braunfels will evaluate proposals according to the process and criteria

listed below. The City of New Braunfels reserves the right to consider all other pertinent factors in addition to the proposal in making its final decision. Each of the criteria has been assigned an appropriate weight by the City of New Braunfels. Following an analysis and valuation of the Proposals, ranking of the Proponents will be made based upon the evaluation criteria. In the event of a tie in the rankings, the City of New Braunfels will break the tie based upon the City of New Braunfels's determination of which Proposal will provide the best value to the City of New Braunfels. Subjective judgment on the part of the City of New Braunfels 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 of New Braunfels may discuss with the selected Proponent, offers for cost adjustment and other elements of the Proposal.

- B. Any Proposal may be considered unacceptable if the City of New Braunfels determines it fails to provide adequate technical and price information as specified in this Instruction to Proponents.
- C. **Evaluation Criteria:** The proposals submitted in response to this competitive sealed proposal (CSP) will be reviewed by a committee assembled by the City of New Braunfels.

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

Points	Description
60	Cost Proposal Price
30	Experience and Qualifications
10	Availability

1. Cost Proposal Form: (60 Points)

- a) The Owner will consider line-item cost as part of its evaluation. Costing scenarios are provided and will be used for cost evaluations

2. Relevant Experience and Other Considerations: (30 Points)

Refer to Exhibit 4, "Qualifications of Proposer"

- a) Experience as a general contractor with specific experience in Road Construction and work in the floodplain
- Minimum experience is 5 years and is indicated in this section and Exhibit 4. Consideration will be given to the number of years of the Proposer has been in business.
 - Previous work with the City will be considered.

- b) If you are using a sub for this work provide the sub-contractors specific experience in traffic signal installation, general road construction, underground utilities and construction of pedestrian infrastructure of the same or similar type, size, nature and class as the project being proposed.
- c) Consideration will be given to projects which are:
 - occupied or substantially **complete**, as a prime Contractor or sub-Contractor within the last five years;
 - at a cost in excess of \$500,000 that your company is **presently** constructing as a prime Contractor;
 - past relationship of the prime Contractor on projects with CONB as the Owner.
- d) Other Considerations – such as historical information and facts

3. Availability: (10 Points)

The city will consider contractors availability for on-call work.

TOTAL POINTS POSSIBLE: 100

- D. **Other Considerations:** The City reserves the right to consider historical information and facts, whether gained from the proposal, references, or any other source, in the evaluation process, including submitter's past working or business relationship with the City, if any. The City further reserves 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 an initial review and compilation process, the City may ask for a presentation/interview of services from selected companies or individual to clarify and to develop a comprehensive assessment of the submissions. 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 the City chooses 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.

04.19 GENERAL CONTRACTOR REGISTRATION

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. Contractors are not required to be registered to submit a proposal however, the general Contractor is required to be registered before issuance of notice to proceed. Refer to 5.22 - GENERAL CONTRACTOR REGISTRATION for more details.

04.20 PROPOSAL GUARANTY

Not required for this solicitation.

04.21 CONTRACT SECURITY AND OR PERFORMANCE AND PAYMENT BONDS

A Payment Bond and Performance Bond, 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. 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 the City pursuant to applicable law.

The City will require performance and payment Bonds for awarded project tasks based on the following thresholds.

Table 1 Bonding Requirements

Contract Amount	Required Bonds
Less than \$25,000	None
\$25,000 to \$100,000	Payment
More than \$100,000	Performance and Payment

Executed performance bond and payment bond in the full amount of the Contract price with powers of attorney. Bonds must be delivered to the Procurement Office not later than 10 days after Notice of Task Order Award. Notice To Proceed may not be given until Bonds are accepted.

04.22 WARRANTY BOND

Not Required for this Project.

04.23 MINIMUM WAGES AND PREVAILING WAGE RATES

Minimum wage rates have been established and are specified in Section 5.23 and 24, "Wage Rates."

04.24 INSURANCE AND LIABILITY COVERAGE

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 as additional insured/or an insured, as its interests may appear.
- B. Provide City of New Braunfels a waiver of subrogation.
- C. Provide City of New Braunfels 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 the following coverages.

TYPE OF INSURANCE	<u>Amount of Insurance</u>	
Commercial General Liability		
(Public) Liability to include coverage for:	Each Occurrence	\$1,000,000
a) Premises/Operations	General Aggregate	\$2,000,000
b) Products/Completed Operations		
c) Independent Contractors		
d) Personal Liability	Umbrella/Excess Liability	
e) Contractual Liability	(follow-form)	2,000,000
Builders' Risk	100% Construction Value (Not Required for Civil Projects)	
Business Auto Liability	• \$1,000,000 per occurrence • \$1,000,000 aggregate - or; • \$1,000,000 combined single limits	
Workers' Compensation/Employers Liability	Statutory Limits \$1,000,000 each accident	
<i>Workers' Compensation (required by law for companies with 50+ employees or political subdivision)</i>		
Professional Liability	Professional types of coverage are based upon exposures and should be added during contact formation.	
E & O Coverage		
Cyber Liability		
Employers Liability	Statutory	
	Each Accident	
Policy Limit by Disease	\$1,000,000	
Each Employee by Disease	\$1,000,000	

04.25 - MISCELLANEOUS

04.25.01 Terms

Terms used in this CSP will have the meanings stated in 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.

04.25.02 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.

04.25.03 Successors and Assigns

Owner 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.

04.25.04 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 Owner 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.

04.25.05 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 Owner,
 2. to establish Bid or Contract prices at artificial non-competitive levels, or
 3. to deprive Owner 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 Owner, 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.

04.25.06 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.

04.25.07 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.

04.25.08 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.

04.25.09 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 bidder shall make a representation only through the authorized contact person.

During the no-contact period, a proposer may not make a representation to a City official or to a City 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 official or a City employee other than the authorized contact person.

04.25.10 Safeguarding of Information and Data

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

04.25.11 Certificate of Interested Parties (Form 1295)

Texas Government Code §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

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.

04.25.12 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 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%20forms.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

TERMS AND CONDITIONS**05.01 DEFINED TERMS**

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 Owner, 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 Owner (on the basis of Owner’s 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).

05.02 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 Owner. The sum for the Project Documents is not refundable.

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

05.02.03 Owner, 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.

05.03 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 Owner and Engineer by owners of such Underground Facilities or others and Owner 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, Owner 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 Owner 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.

05.04 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 Proposals Documents as deemed advisable by Owner.

05.05 PROPOSAL GUARANTY

05.05.01 Projects that meet the threshold requirements as required by 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 Owner. 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 Owner.

05.05.02 Proposal guaranty accompanying the Proposal of the apparent low Proposer will be retained until Contract is awarded and 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.

05.06 PERFORMANCE AND PAYMENT BONDS

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 Owner pursuant to applicable law.

Task Orders in excess of \$50,000 will require payment bond.

Task Orders in excess of \$100,000 will require payment and performance bonds.

05.07 WARRANTY BOND

Warranty Bond is not required for this solicitation.

05.08 CONTRACT TIME

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.

05.09.01 SUBSTITUTE AND "OR-EQUAL" ITEMS

The Contract, if awarded, will be on the basis of materials and equipment specified or described in the Bidding Documents, or substitute or "or-equal" materials and equipment approved by Owner and identified by Addendum. The materials and equipment described in the Bidding 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 Owner as a substitute or "or-equal" unless written request for approval has been submitted by Bidder and has been received by Owner at least 7 days prior to the date for receipt of Bids. Each such request shall conform to the requirements of Paragraph 6.5 of the General Conditions. The burden of proof of the merit of the proposed item is upon Bidder. Owner's decision of approval or disapproval of a proposed item will be final. If Owner approves any proposed item, such approval will be set forth in an Addendum issued to all prospective Bidders. Bidders shall not rely upon approvals made in any other manner.

05.10 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 Owner 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 Owner 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 Owner. If Owner, after due investigation, has reasonable objection to any proposed Subcontractor, Supplier, individual, or entity, Owner 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 Owner will agree to increase the contract price by the corresponding increase.

05.10.02 If apparent Successful Proposer declines to make any such substitution, Owner 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 Owner makes no written objection prior to the giving of the Notice of Award will be deemed acceptable to Owner subject to revocation of such acceptance after the Effective Date of the Agreement.

05.11 PREPARATION OF PROPOSAL

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.

05.12 SUBMISSION OF PROPOSAL

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.

05.13 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.

05.14 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 Owner and promptly thereafter demonstrates to the reasonable satisfaction of Owner 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.

05.15 OPENING OF PROPOSALS

Proposals will be opened, and base price will not 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.

05.16 PROPOSALS TO REMAIN SUBJECT TO ACCEPTANCE

All Proposals will remain subject to acceptance for one-hundred twenty (120) days after the day of the Proposal opening, but Owner may, in its sole discretion, release any Proposal and return the Proposal security prior to that date.

05.17 AWARD OF CONTRACT

05.17.01 Owner 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, Owner reserves the right to reject the Proposal of any Proposer if Owner 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 Owner. Discrepancies between the indicated sum of any column of figures and the correct sum thereof will be resolved in favor of the correct sum.

05.17.02 In evaluating Proposals, Owner 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.

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

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

05.17.05 Owner reserves the right to increase the value of the contract by adding alternatives described in the Proposal.

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

05.17.07 Other causes for the Owner 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 owner by the proposer under a previous contract, either with this Owner or with another owner, 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 owner under an existing contract.
- g) The Owner 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 Owner determines that the proposer has been convicted of a criminal offense committed in Texas 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 bid, 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 Owner, the Engineer, its sub-consultants and their employees and any other consultants, and any trustees, officers, and employees of Owner, 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.

05.18 CONTRACT SECURITY

The required performance and payment Bonds must be delivered to Owner not later than 10 days after Notice of Award for a qualifying task order.

05.19 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 Owner sales tax since the project is being performed for an exempt organization as defined by Chapter 11 of the Property Tax Code of Texas.

05.20 LAWS AND REGULATIONS

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.

05.21 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 §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.

05.22 GENERAL CONTRACTOR REGISTRATION

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.newbraunfels.gov. 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.

05.23 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 most updated Davis Bacon Wage Rates for Heavy Highway as published on Sam.gov. <https://sam.gov/content/wage-determinations>

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 Owner rates and classification proposed for use, for approval, prior to performance of the Work.

05.24 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 Owner 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 Owner 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 Owner.

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.

05.25 DISCLOSURE OF PROPRIETARY INFORMATION

05.25.01 All materials submitted to Owner 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.

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

- i. provide at no cost to the Owner 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 Owner.

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.

05.26 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 Owner 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.

05.26.03 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

EXHIBIT 1

PROPOSAL FORM

PROJECT: [Project Title]

NAME OF PROPOSER: _____

The undersigned proposer does hereby declare and stipulate that this proposal is made in good faith, without collusion or connection with any other person or persons proposing for the same work, and that it is made in pursuance of and subject to all the terms and conditions of the advertisements, proposal requirements, the proposed construction contract, and the contract documents, including the plans pertaining to the work to be done, all of which have been examined by the undersigned. The undersigned hereby declares that he has visited the site, has had sufficient time to make all tests and investigations to arrive at an intelligent estimate of the cost of doing the work, and has carefully examined the plans, specifications, and contract documents relating to the work covered by his proposal, and that he agrees to do the work, and that no representations made by the City are in any sense a warranty, but are mere estimates for guidance of the contractor.

The undersigned further agrees that he will provide all necessary tools and apparatus, do all work, furnish all materials, and do everything required to carry out the work covered by this proposal, in strict accordance with the contract documents, and the requirements pertaining thereto, for the sum of sums set forth.

ADDENDA: The undersigned hereby acknowledges receipt of the following addenda to the Drawings and Specifications; all of the provisions and requirements of which addenda have been taken into consideration in the preparation of this Proposal.

Addendum No. _____ Dated _____

Addendum No. _____ Dated _____

Addendum No. _____ Dated _____

Addendum No. _____ Dated _____

Bidding Requirements, Contract Forms and Conditions of the Contract
COST PROPOSAL FORM
CSP 25-026 Road Construction Work Services
Exhibit 1

OWNER reserves the right to reject any or all Bids and to waive any minor informality in any Bid or solicitation procedure (a minor informality is one that does not affect the competitiveness of the Bids).

Refer to Exhibit 1 attached as an Excel Form

Proposer shall submit Cost Proposal in PDF and Excel Format

Attachment A - Cost Proposal				
Road Construction Work for the City of New Braunfels				
ITEM NO.	DESCRIPTION	QTY	UOM	UNIT PRICE
1	Removal of existing asphalt, excavation of street section and disposal of all materials	0-1000	CUBIC YARD	
2	Removal of existing asphalt, excavation of street section and disposal of all materials	1,001 - 5,000	CUBIC YARD	
3	Removal of existing asphalt, excavation of street section and disposal of all materials	5,001 - OVER	CUBIC YARD	
4	Recycling or pulverizing existing Asphalt and Base Material, 8" deep only	0 - 5,000	SQUARE YARD	
5	Recycling or pulverizing existing Asphalt and Base Material, 8" deep only	5,001 - 10,000	SQUARE YARD	
6	Recycling or pulverizing existing Asphalt and Base Material, 8" deep only	10,001 - OVER	SQUARE YARD	
7	Recycling or pulverizing existing Asphalt and Base Material, 10" deep only	0 - 5,000	SQUARE YARD	
8	Recycling or pulverizing existing Asphalt and Base Material, 10" deep only	5,001 - 10,000	SQUARE YARD	
9	Recycling or pulverizing existing Asphalt and Base Material, 10" deep only	10,001 - OVER	SQUARE YARD	
10	Recycling or Pulverizing existing Asphalt and Base Material, scarify subgrade minimum of 6"; compact & finish subgrade & 8" base course, complete in place (95% subgrade and base compaction required).	0 - 5,000	SQUARE YARD	
11	Recycling or Pulverizing existing Asphalt and Base Material, scarify subgrade minimum of 6"; compact & finish subgrade & 8" base course, complete in place (95% subgrade and base compaction required).	5,001 - 10,000	SQUARE YARD	

12	Recycling or Pulverizing existing Asphalt and Base Material, scarify subgrade minimum of 6"; compact & finish subgrade & 8" base course, complete in place (95% subgrade and base compaction required).	10,001 - OVER	SQUARE YARD	
13	Recycling or Pulverizing existing Asphalt and Base Material, scarify subgrade minimum of 6"; compact & finish subgrade & 10" base course, complete in place (95% subgrade and base compaction required).	0 - 5,000	SQUARE YARD	
14	Recycling or Pulverizing existing Asphalt and Base Material, scarify subgrade minimum of 6"; compact & finish subgrade & 10" base course, complete in place (95% subgrade and base compaction required).	5,001 - 10,000	SQUARE YARD	
15	Recycling or Pulverizing existing Asphalt and Base Material, scarify subgrade minimum of 6"; compact & finish subgrade & 10" base course, complete in place (95% subgrade and base compaction required).	10,001 - OVER	SQUARE YARD	
16	Recycling or Pulverizing existing Asphalt and Base Material, scarify subgrade minimum of 6"; compact & finish subgrade & 12" base course, complete in place (95% subgrade and base compaction required).	0 - 5,000	SQUARE YARD	
17	Recycling or Pulverizing existing Asphalt and Base Material, scarify subgrade minimum of 6"; compact & finish subgrade & 12" base course, complete in place (95% subgrade and base compaction required).	5,001 - 10,000	SQUARE YARD	
18	Recycling or Pulverizing existing Asphalt and Base Material, scarify subgrade minimum of 6"; compact & finish subgrade & 12" base course, complete in place (95% subgrade and base compaction required).	10,001 - OVER	SQUARE YARD	
19	Recycling or Pulverizing existing Asphalt and Base Material, scarify subgrade minimum of 8"; compact & finish subgrade & 12" base course, complete in place (6% Portland and compaction required).	0 - 5,000	SQUARE YARD	
20	Recycling or Pulverizing existing Asphalt and Base Material, scarify subgrade minimum of 8"; compact & finish subgrade & 12" base course, complete in place (6% Portland and compaction required).	5,001 - 10,000	SQUARE YARD	

21	Recycling or Pulverizing existing Asphalt and Base Material, scarify subgrade minimum of 8"; compact & finish subgrade & 12" base course, complete in place (6% Portland and compaction required).	10,001 - OVER	SQUARE YARD	
22	Recycling or Pulverizing existing Asphalt and Base Material, scarify subgrade minimum of 10"; compact & finish subgrade & 12" base course, complete in place (6% Portland and compaction required).	0 - 5,000	SQUARE YARD	
23	Recycling or Pulverizing existing Asphalt and Base Material, scarify subgrade minimum of 10"; compact & finish subgrade & 12" base course, complete in place (6% Portland and compaction required).	5,001 - 10,000	SQUARE YARD	
24	Recycling or Pulverizing existing Asphalt and Base Material, scarify subgrade minimum of 10"; compact & finish subgrade & 12" base course, complete in place (6% Portland and compaction required).	10,001 - OVER	SQUARE YARD	
25	Recycling or Pulverizing existing Asphalt and Base Material, scarify subgrade minimum of 12"; compact & finish subgrade & 12" base course, complete in place (6% Portland and compaction required).	0 - 5,000	SQUARE YARD	
26	Recycling or Pulverizing existing Asphalt and Base Material, scarify subgrade minimum of 12"; compact & finish subgrade & 12" base course, complete in place (6% Portland and compaction required).	5,001 - 10,000	SQUARE YARD	
27	Recycling or Pulverizing existing Asphalt and Base Material, scarify subgrade minimum of 12"; compact & finish subgrade & 12" base course, complete in place (6% Portland and compaction required).	10,001 - OVER	SQUARE YARD	
40	Mill 10" deep, replace with 8" Compacted Base Material and prepare for 2" overlay, complete in place	0 - 10,000	SQUARE YARD	
41	Mill 10" deep, replace with 8" Compacted Base Material and prepare for 2" overlay, complete in place	10,001 - 20,000	SQUARE YARD	
42	Mill 10" deep, replace with 8" Compacted Base Material and prepare for 2" overlay, complete in place	20,001 - OVER	SQUARE YARD	
122	Place A2 Base, compacted to 8" thickness, complete in place to include Geogrid (95% subgrade and base compaction required)	0 - 5,000	SQUARE YARD	

123	Place A2 Base, compacted to 8" thickness, complete in place to include Geogrid (95% subgrade and base compaction required)	5,001 - 10,000	SQUARE YARD	
124	Place A2 Base, compacted to 8" thickness, complete in place to include Geogrid (95% subgrade and base compaction required)	10,001 - OVER	SQUARE YARD	
125	Place A2 Base, compacted to 10" thickness, complete in place to include Geogrid (95% subgrade and base compaction required)	0 - 5,000	SQUARE YARD	
126	Place A2 Base, compacted to 10" thickness, complete in place to include Geogrid (95% subgrade and base compaction required)	5,001 - 10,000	SQUARE YARD	
127	Place A2 Base, compacted to 10" thickness, complete in place to include Geogrid (95% subgrade and base compaction required)	10,001 - OVER	SQUARE YARD	
128	Place A2 Base, compacted to 12" thickness, complete in place to include Geogrid (95% subgrade and base compaction required)	0 - 5,000	SQUARE YARD	
129	Place A2 Base, compacted to 12" thickness, complete in place to include Geogrid (95% subgrade and base compaction required)	5,001 - 10,000	SQUARE YARD	
130	Place A2 Base, compacted to 12" thickness, complete in place to include Geogrid (95% subgrade and base compaction required)	10,001 - OVER	SQUARE YARD	
131	Structural Concrete with reinforcement (Culverts Headwall)	0 - 2,500	CUBIC YARD	
132	Structural Concrete with reinforcement (Culverts Headwall)	2,501 - 5,000	CUBIC YARD	
133	Structural Concrete RIPRAP with reinforcement (flat work) 4"	1	SQUARE YARD	
134	Structural Concrete RIPRAP with reinforcement (flat work) 5"	1	SQUARE YARD	
135	Structural Concrete RIPRAP with reinforcement (flat work) 6"	1	SQUARE YARD	
136	Structural Concrete RIPRAP with reinforcement (flat work) 8"	1	SQUARE YARD	
137	Cast-in-Place concrete Retaining Wall	0 - 100	CUBIC YARD	

138	Cast-in-Place concrete Retaining Wall	101 - OVER	CUBIC YARD	
139	Structural Concrete with reinforcement (retaining For Slopes)	0 - 100	CUBIC YARD	
140	Structural Concrete with reinforcement (retaining for slopes)	101 - OVER	CUBIC YARD	
141	Removal and haul off of non-reinforced concrete	0 -100	CUBIC YARD	
142	Removal and haul off of non-reinforced concrete	101 - 1,000	CUBIC YARD	
143	Removal and haul off of non-reinforced concrete	1,001 - OVER	CUBIC YARD	
144	Removal and haul off of reinforced concrete	0 - 100	CUBIC YARD	
145	Removal and haul off of reinforced concrete	101 - OVER	CUBIC YARD	
149	Rock RIPRAP and Placement, 3" - 5"	1	CUBIC YARD	
150	Rock RIPRAP and Placement, 10" - 12"	1	CUBIC YARD	
151	Structural Excavation and Backfill	0 - 100	CUBIC YARD	
152	Structural Excavation and Backfill	101 - OVER	CUBIC YARD	
153	Channel Excavation & haul off of materials	0 - 1,000	CUBIC YARD	
154	Channel Excavation & haul off of materials	1,001 - 5,000	CUBIC YARD	
155	Channel Excavation & haul off of materials	5,001 - OVER	CUBIC YARD	
156	Motor Grader, with operator capable of constructing to grade	0 -40	HOUR	
157	Motor Grader, with operator capable of constructing to grade	41 - 100	HOUR	
168	D4 Track Loader, WITH Operator	0 - 40	HOUR	
169	D4 Track Loader, WITH Operator	41 - 100	HOUR	
170	Bobcat with grapple bucket, WITH Operator	0 - 40	HOUR	
171	Bobcat with grapple bucket, WITH Operator	41 - 100	HOUR	

172	Curb & Gutter, standard 24" section, 3000 psi concrete, complete in place (inclusive of 2-No. 4 bars) to include backfill behind curb	0 - 1,000	LINEAR FOOT	
173	Curb & Gutter, standard 24" section, 3000 psi concrete, complete in place (inclusive of 2-No. 4 bars) to include backfill behind curb	1,001 - 5,000	LINEAR FOOT	
174	Curb & Gutter, standard 24" section, 3000 psi concrete, complete in place (inclusive of 2-No. 4 bars) to include backfill behind curb	5,001 - OVER	LINEAR FOOT	
175	Standup Curb, hand formed, 3000 psi concrete, complete in place (inclusive of 2 - No. 4 bars) to include backfill behind curb	0 - 500	LINEAR FOOT	
176	Standup Curb, No gutter, 3000 psi concrete, complete in place (inclusive of 2 - No. 4 bars) to include backfill behind curb	501 - 1,000	LINEAR FOOT	
177	Concrete Valley Gutters	1	CUBIC YARD	
178	Concrete Laydown Curb	1	LINEAR FOOT	
179	Concrete Sidewalk, 4" thick, 3000 psi concrete, with reinforcement, complete in place	0 - 2,500	SQUARE YARD	
180	Concrete Sidewalk, 4" thick, 3000 psi concrete, with reinforcement, complete in place	2,501 - 5,000	SQUARE YARD	
181	Concrete Sidewalk, 8" thick, 3000 psi concrete, with reinforcement, complete in place	0 - 2,500	SQUARE YARD	
182	Concrete Sidewalk, 8" thick, 3000 psi concrete, with reinforcement, complete in place	2,501 - 5,000	SQUARE YARD	
183	Typical Sidewalk Ramp (Single Ramp all types) (City of San Antonio standard)	0 - 50	EACH	
184	Typical Sidewalk Ramp (Double Ramp all types) (City of San Antonio standard)	0 - 50	EACH	
185	Pedestrian Railing TXDOT detail PRD-13	1	LINEAR FOOT	
186	Concrete Steps	1	CUBIC YARD	
187	Road Plates, 1 inch thick, 4' x 8'	1	WEEKLY RATE	

188	Road Plates, 1 inch thick, 5' x 8'	1	WEEKLY RATE	
189	Road Plates, 1 inch thick, 5' x 10'	1	WEEKLY RATE	
190	Road Plates, 1 inch thick, 6' x 10'	1	WEEKLY RATE	
191	Storm Inlet Sediment Trap	1	CUBIC FOOT	
192	Soil Retention Blanket, must be listed on TxDoT Approved Products List or approved by the Project Manager	1	SQUARE YARD	
193	Furnish Top Soil: Add clean top soil import for revegetation/hydro mulch all distributed areas	1	CUBIC YARD	
194	Revegetation: sod, to be approved by Project Manager	1	SQUARE YARD	
195	Hydro Mulch Spraying	0 - 87,120 (0-2 acres)	ACRE	
196	Hydro Mulch Spraying	87-121 - 217,800 (2-5 acres)	ACRE	
197	Hydro Mulch Spraying	217,801 - OVER (5 plus acres)	ACRE	
207	Rock Berm, design of berm to be approved by Project Manager	1	CUBIC YARD	
208	Silt Fence, fabric shall be of nonwoven polypropylene, polyethylene or polyamide thermoplastic fibers with non-raveling edges, non-biodegradable, inert to most soil chemicals, ultraviolet resistant, unaffected by moisture or other weather conditions, and permeable to water while retaining sediment, and supplied in rolls a minimum of 36 inches (0.9 meter) wide.	1	LINEAR FOOT	
109	Adjust existing Water Meters to Grade	1	EACH	
210	Relocate existing Water Meters	1	EACH	
211	Adjust existing Gas Value Boxes to Grade	1	EACH	
212	Adjust existing Water Valve Boxes to Grade	1	EACH	
213	Adjust existing Wastewater Manhole to Grade, minor, with coating	1	EACH	
214	Adjust existing Wastewater Manhole to Grade, major, with coating	1	EACH	

215	Adjust standard storm water and sewer manhole rings	1	EACH	
216	Adjust existing Utility Box to Grade	1	EACH	
217	Adjust existing Pull Boxes to Grade	1	EACH	
218	Relocate or remove and replace existing mailbox	1	EACH	
250	Flowable Backfill, to include furnishing, hauling, preparing and placing materials, equipment, labor, tools and incidentals, per TXDOT specifications made a part of this bid.	1	CUBIC YARD	
253	Barricades, signs, and traffic handling	1	WEEKLY RATE	
254	Barricades, signs, and traffic handling	1	MONTHLY RATE	
255	Guard Rail	1	LINEAR FOOT	
256	Wood Post (for Guard Rail)	1	EACH	
257	Steel Posts (For Guard Rail)	1	EACH	
258	End Treatments (Guard Rail)	1	EACH	
259	Flush Mount Steel Posts (Guard Rail)	1	EACH	
260	Blockouts (Guard Rail)	1	EACH	
261	Speed Cushions (Concrete)	1	EACH	
262	Speed Cushions (Asphalt)	1	EACH	
263	Payment Bonds (per \$1,000) - Task Order in excess of \$50,000 will require payment bond.	1	EACH	
264	Payment and Performance Bonds (per \$1,000) - Task Order in excess of \$100,000 will require payment bond.	1	EACH	
265	Portable Changeable Message Boards	1	WEEKLY RATE	
266	Portable Changeable Message Boards	1	MONTHLY RATE	
267	Mobilization (Percent of Total Cost of Purchase Order/Task Order)	1	Percent	
268	OPEN LINE ITEM FOR VENDOR TO POPULATE			
269	OPEN LINE ITEM FOR VENDOR TO POPULATE			
270	OPEN LINE ITEM FOR VENDOR TO POPULATE			

NOTE: The City of New Braunfels is a tax-free entity, do not build taxes to your unit price.

Bid Document Execution and Acknowledgment on Next Page

BID DOCUMENT EXECUTION AND ACKNOWLEDGMENT:

The undersigned Bidder certifies that he/she has read and understands the Invitation for Bids, the Instructions to Bidders, Addenda, and all other requirements applicable to the bidding process provided in the Contract.

Secretary, *if Bidder is a Corporation

(Seal)

Bidder

Authorized Signature

Title

Date

Address

Telephone Number

Email Address for Person Signing Bid

Email Address for Bidder's Primary Contact
Person

THIS DOCUMENT MUST BE EXECUTED AND SUBMITTED WITH RESPONSE

It is further agreed that quantities of work to be done and materials to be furnished may be increased and diminished as may be considered necessary, in the opinion of the Engineer, to complete the work as fully as planned and contemplated, and that all quantities of work, whether increased or diminished, shall be performed at the unit price set forth herein.

Contractor is responsible for verification of all bid items and quantities.

Contractor is responsible for notifying Engineer of any missing items from Bid. If no notification is given, it will be assumed that the missing items are included in the total bid price.

The work to be done shall be accepted when fully completed in a manner entirely satisfactory to the Owner. The contractor is responsible to maintain through access and appropriate traffic control devices at all times.

The undersigned certifies that they have carefully checked the bid prices contained in the proposal and is entirely satisfied that they are correct and final.

BIDDER:

AUTHORIZED SIGNATURE:

DATE:

BID BOND [To be used as specified in each Task Order]

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, Texas**, 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 **PROJECT TITLE.**

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 25-026 Road Construction Work Services
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.

ATTEST:

(Principal) Secretary

(S E A L)

Witness as to Principal

ATTEST:

Secretary

(S E A L)

Witness as to Surety

PRINCIPAL

By: _____

Name: _____

Title: _____

Address: _____

Telephone Number: _____

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.

PERFORMANCE BOND [To be used as specified in each Task Order]

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, Texas, 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: PROJECT TITLE.

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 Oblgee from all costs and damages which Oblgee may suffer by reason of Principal's failure to perform the Work in conformity with the Contract Documents, and reimburse and repay Oblgee for all outlay and expense that Oblgee 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 Oblgee to be in default under the Contract, the Surety shall, upon request of Oblgee and within seven (7) calendar days from receipt of Oblgee'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
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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.

ATTEST:

(Principal) Secretary

(S E A L)

Witness as to Principal

PRINCIPAL

By: _____

Name: _____

Title: _____

Address: _____

Telephone Number: _____

ATTEST:

Secretary

(S E A L)

SURETY

By: _____

Name: _____

Attorney in Fact

Address: _____

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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: _____

PAYMENT BOND [To be used as specified in each Task Order]

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, Texas, 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 Obligees 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: PROJECT TITLE.

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
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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.

ATTEST:

(Principal) Secretary

(S E A L)

Witness as to Principal

ATTEST:

Secretary

(S E A L)

Witness as to Surety

PRINCIPAL

By: _____

Name: _____

Title: _____

Address: _____

Telephone Number: _____

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
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Approved as to Form:

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

By: _____

Title: _____

Date: _____

WAGE RATE DETERMINATION
COUNTY NAME: COMAL

Wages are based on DOL General Decision:

TX TX20230240- HEAVY AND HIGHWAY

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

PREVAILING WAGES

Proposers must comply with all requirements of the prevailing wage Statue 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/content/wage-determinations>

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 owner 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 Owner 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 Owner 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.

"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	. Executive Order 14026
into on or after January 30,	generally applies to the
2022, or the contract is	contract.

renewed or extended (e.g., an	. The contractor must pay
option is exercised) on or	all covered workers at
after January 30, 2022:	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.

If the contract was awarded on	. Executive Order 13658
or between January 1, 2015 and	generally applies to the
January 29, 2022, and the	contract.
contract is not renewed or	. The contractor must pay
all	covered workers at least
extended on or after January	\$12.90 per hour (or the
30, 2022:	applicable wage rate
listed	on this wage
determination,	if it is higher) for all
	hours spent performing on
	that contract in 2024.

|
|_____|
|

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>.

Modification Number	Publication Date
0	01/05/2024

SUTX2011-006 08/03/2011

	Rates	Fringes
CEMENT MASON/CONCRETE FINISHER (Paving and Structures).....	\$ 12.56	**
ELECTRICIAN.....	\$ 26.35	
FORM BUILDER/FORM SETTER Paving & Curb.....	\$ 12.94	**
Structures.....	\$ 12.87	**
LABORER Asphalt Raker.....	\$ 12.12	**
Flagger.....	\$ 9.45	**
Laborer, Common.....	\$ 10.50	**
Laborer, Utility.....	\$ 12.27	**
Pipelayer.....	\$ 12.79	**

Work Zone Barricade		
Servicer.....	\$ 11.85	**
PAINTER (Structures).....	\$ 18.34	
POWER EQUIPMENT OPERATOR:		
Agricultural Tractor.....	\$ 12.69	**
Asphalt Distributor.....	\$ 15.55	**
Asphalt Paving Machine.....	\$ 14.36	**
Boom Truck.....	\$ 18.36	
Broom or Sweeper.....	\$ 11.04	**
Concrete Pavement		
Finishing Machine.....	\$ 15.48	**
Crane, Hydraulic 80 tons		
or less.....	\$ 18.36	
Crane, Lattice Boom 80		
tons or less.....	\$ 15.87	**
Crane, Lattice Boom over		
80 tons.....	\$ 19.38	
Crawler Tractor.....	\$ 15.67	**
Directional Drilling		
Locator.....	\$ 11.67	**
Directional Drilling		
Operator.....	\$ 17.24	
Excavator 50,000 lbs or		
Less.....	\$ 12.88	**
Excavator over 50,000 lbs...	\$ 17.71	
Foundation Drill, Truck		
Mounted.....	\$ 16.93	**
Front End Loader, 3 CY or		
Less.....	\$ 13.04	**
Front End Loader, Over 3 CY.	\$ 13.21	**
Loader/Backhoe.....	\$ 14.12	**
Mechanic.....	\$ 17.10	**
Milling Machine.....	\$ 14.18	**
Motor Grader, Fine Grade....	\$ 18.51	
Motor Grader, Rough.....	\$ 14.63	**
Pavement Marking Machine....	\$ 19.17	
Reclaimer/Pulverizer.....	\$ 12.88	**
Roller, Asphalt.....	\$ 12.78	**
Roller, Other.....	\$ 10.50	**
Scraper.....	\$ 12.27	**

Spreader Box.....	\$ 14.04	**
Trenching Machine, Heavy....	\$ 18.48	
Servicer.....	\$ 14.51	**
Steel Worker		
Reinforcing.....	\$ 14.00	**
Structural.....	\$ 19.29	
TRAFFIC SIGNALIZATION:		
Traffic Signal Installation		
Traffic Signal/Light Pole		
Worker.....	\$ 16.00	**
TRUCK DRIVER		
Lowboy-Float.....	\$ 15.66	**
Off Road Hauler.....	\$ 11.88	**
Single Axle.....	\$ 11.79	**
Single or Tandem Axle Dump		
Truck.....	\$ 11.68	**
Tandem Axle Tractor w/Semi		
Trailer.....	\$ 12.81	**
WELDER.....	\$ 15.97	**

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, 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
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"

VENDOR CERTIFICATIONS

The Proposer is required to submit the following information to Owner 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

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.)

PROJECT COMPLETION

Failure to fully and truthfully disclose the information required for project completion and warranty may result in the disqualification of your bid/proposal from consideration or termination of the contract, once awarded.

2. Has your company ever failed to complete, defaulted, or been terminated on a project? ☐ Yes ☐ No

If yes, attach the project name and location, owner 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 owner; 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, owner 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

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 bidders must not have been terminated by the City of New Braunfels on any prior project.

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.
2. 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. Bids shall be considered from responsible respondents with experience in traffic signal installation, general road construction, underground utilities and construction of pedestrian infrastructure 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, owner, 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, owner, 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 years: _____

- 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;
 - 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 Owner,
 2. to establish Cost Estimate or Contract prices at artificial non-competitive levels, or
 3. to deprive Owner 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 Owner, 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
4. any collusion, conspiracy, or agreement any advantage against the City of New Braunfels or any other respondent; and
5. 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 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 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

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

ACKNOWLEDGEMENT

THE STATE
OF TEXAS
COUNTY OF
COMAL

I certify that I have read all of the specifications and general RFQ 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

SUPPLEMENTAL CONDITIONS

These Supplemental Conditions are in addition to the requirements of the Project Manual, Section 6, General Conditions and are a part of the Contract Documents.

ARTICLE 07.01.02

Section 6 – ARTICLE 4 – AVAILABILITY OF LANDS; PHYSICAL CONDITIONS;
HAZARDOUS ENVIRONMENTAL CONDITIONS; REFERENCE POINTS

Reference Section 06.04.05.A of the General Conditions:

Delete this section “Reference Points” in its entirety.

ARTICLE 07.02.01

Section 6 – ARTICLE 14 – PAYMENTS TO CONTRACTOR AND COMPLETION

Reference Section 06.14.07.A.2 of the General Conditions:

Insert paragraph “e”:

- e. Contractor delivers to Owner a Full and Final Release and Affidavit of Bills Paid in the form attached hereto as Attachment No. 1, executed by Contractor.

ARTICLE 07.03.01

Section 15 – Item 1.04 – CONSTRUCTION SCHEDULE

Reference Item 1.04 C (8):

- 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 Owner. Monthly payments for actual work completed will be made by the Owner in accordance with Article 11 of the General Conditions.

Reference Item 1.04 D:

- D. The Contractor must receive approval of the Owner for the Construction Schedule and Billing Schedule prior to each monthly Application for Payment. No payment will be

made until these are accepted.

- E. Contactor will be required to make accommodations for the regular business of the golf course operations during construction.

ARTICLE 07.07.01

Section 27 – Project Record Documents

Reference Item 2.0 EXECUTION

Insert Paragraph B:

- B. 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

SPECIAL PROVISIONS

These Special Provisions are changes to or additions to the requirements of the Project Manual Section 7-29 and are a part of the Contract Documents.

There are no Special Provisions to this project.

End of Section

THIS AGREEMENT is dated as of the _____ day of _____ of the year 20__ by and between CITY OF NEW BRAUNFELS (Owner) and _____ (Contractor).

Owner 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
Any other documents used—Special Conditions, Technical Specifications, etc.
Payment Bond
Performance Bond
Warranty Bond (if requested by the City)
Plans and Specifications

ARTICLE 2 - THE PROJECT

2.01 Project Title: xxxx

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

[short description]

ARTICLE 3 - ENGINEER

3.01 The Project has been designed by:

[Engineering Firm and address

Xxxxxxx

xxxxxxx

Phone number]

(Engineer), who is to act as Owner's representative, assume all duties and responsibilities, and have the rights and authority assigned to 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 Owner 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 Owner 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 120 calendar days after the date when the Contract Times commence to run as provided in Paragraph 2.3 of the Project Manual General Conditions and completed and ready for final payment in accordance with Section 6 Article 14.7 of the General Conditions within 150 calendar days after the date when the Contract Times commence to run.

4.03 Liquidated Damages

- A. Contractor and Owner recognize that time is of the essence of this Agreement and that Owner will suffer financial loss if the Work is not completed within the times specified in Paragraph 4.02 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 proceeding the actual loss suffered by Owner if the Work is not completed on time. Accordingly, instead of requiring any such proof, Owner and Contractor agree that as liquidated damages for delay (but not as a penalty), Contractor shall pay Owner (\$1285.00) per calendar 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 Owner, Contractor shall pay Owner (\$1285.00) per calendar day for each 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 Owner (1) for any fines or penalties imposed on Owner 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 Owner 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 Owner for the actual costs reasonably incurred by Owner 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, Section 6 of the Project Manual General Conditions. 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.

ARTICLE 5 - CONTRACT PRICE

5.01 Owner 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 Owner 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 Engineer as provided in the General Conditions.

6.02 Progress Payments; Retainage

- A. Owner 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 Engineer may determine or Owner 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, Owner shall pay the remainder of the Contract Price as recommended by Engineer as provided in said Paragraph 14.07.

ARTICLE 7 – CONTRACTOR’S REPRESENTATIONS

7.01 To induce Owner 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 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 Owner 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 Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Contractor has discovered in the Contract Documents, and the written resolution thereof by 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. Owner 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 Owner 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.

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 Owner 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 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 CITY DOES 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-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 Owner 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 Owner, to cooperate with the Owner 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 Owner or results in the expenditure of at least \$1 million in public funds for the purchase of goods or services by the Owner in a fiscal year of the City.
- C. The Contractor must (1) preserve all contracting information related to the Agreement as provided by the records retention requirements applicable to the Owner for the duration of the Agreement; (2) promptly provide to the Owner any contracting information related to the Agreement that is in the custody or possession of the Construction Manager on request of the Owner; and (3) on completion of the Agreement, either:
 - i. provide at no cost to the Owner all contracting information related to the Agreement that is in the custody or possession of the Contractor; or
 - ii. preserve the contracting information related to the Agreement as provided by the records retention requirements applicable to the Owner.
- 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 Owner, Contractor shall also deliver to Owner, 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 B to this Agreement.

Exhibit A – Insurance Rider

Exhibit B – Evidence of Insurance

Exhibit C –Contractor's Bid Form

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

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

OWNER:

CITY IF NEW BRAUNFELS

By: _____

Printed Name: Robert Camareno

Title: City Manager

[CORPORATE SEAL]

Attest: _____

Title: _____

Address for giving notices:

(If Owner is a corporation, attached evidence of authority to sign. If Owner is a public body, attach evidence of authority to sign and resolution or other documents authorizing execution of Owner-Contractor Agreement.)

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.)

Exhibit A – Insurance Rider



City of New Braunfels
Insurance Requirements
Construction and/or Renovation

INSURANCE AND LIABILITY: During the period of this contract, contractor shall maintain at his expense, insurance with limits not less than those prescribed below. With respect to required insurance, Contractor shall:

- (i) Name City of New Braunfels and New Braunfels Utilities as additional insured/or an insured, as its interests may appear.
- (ii) Provide City of New Braunfels and New Braunfels Utilities a waiver of subrogation.
- (iii) Provide City of New Braunfels with a thirty (30) day advance written notice of cancellation or material change to said insurance.
- (iv) Provide the City Purchasing Agent 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 the following coverages.

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
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d. **Builders' Risk:**

- Project Value

e. **Worker's Compensation:**

- Statutory

Or Employer's Liability Insurance:

Each Accident	-	\$1,000,000.00
Disease each employee	-	\$1,000,000.00
Policy Limit	-	\$1,000,000.00

Exhibit B – Contractors Evidence of Insurance

[Name of Contractor]

(Insert Certificate of Insurance Here)

Exhibit C – Contractor’s Bid Response Form

END OF DOCUMENT