



RFP FY25-ENG-65 Addendum 2

Andale Construction, Inc.

Supplier Response

Event Information

Number: RFP FY25-ENG-65 Addendum 2
Title: High Density Mineral Bond - Street Maintenance Project
Type: Request For Proposal
Issue Date: 10/6/2025
Deadline: 11/6/2025 04:00 PM (CT)
Notes: Consultants are strongly encouraged to submit their Request for Proposal (RFP) electronically through the use of Cit-E-Bid or in person - hand delivery. Mailed responses (i.e. USPS, FedEx, UPS), telegraphic or facsimile responses will not be considered. Copies of the RFP specifications may be viewed and/or downloaded free of charge from the City of Laredo website at:
<https://www.cityoflaredo.com/bids-and-rfps.html>
<https://cityoflaredo.ionwave.net/>

Consultants are strongly encouraged to submit their RFP electronically through the use of Cit-E-Bid and you must register as a supplier/consultant prior to submitting. If consultant needs to hand-deliver sealed RFQ, please follow the

steps below:

MANUAL STATEMENTS OF QUALIFICATIONS (SOQ) DROP OFF-PROCEDURES

Note: Manual Request for Proposal will be accepted up to the first 45 minutes of the hour before they are due. For example, if bid is due at 4:00 P.M., bids will be accepted up to 3:45 P.M. of the date due.

1. Please make sure that the Proposal is in a sealed envelope marked with the following:

- RFP Title
- Name of Company submitting RFP
- Address of Company submitting RFP
- Phone number of Company submitting RFP

2. Please notify security officer that you are there to drop off an RFP with the City Secretary's Office.

3. All persons should wait until you are provide access to go up to the 3rd floor to time-stamp the envelope, make a copy of it and bring it back to you. **(We highly recommend persons to wait to receive a copy of the time-stamped envelope.)**

Thank you for your understanding and help at this time of trying to stay healthy and safe.

Contact Information

Contact: Eliud De Los Santos, P.E.
Address: 1110 Houston St. (2nd Floor)
Laredo, TX 78040
Phone: (956) 791-7346
Email: edelossant@ci.laredo.tx.us

Andale Construction, Inc. Information

Contact: Xavier Cortez
Address: 3170 N. Ohio St.
Wichita, KS 67219
Phone: (316) 832-0063
Email: jackie@andaleconstruction.com
Web Address: www.andaleconstruction.com

By submitting your response, you certify that you are authorized to represent and bind your company.

Peter J Molitor

Signature

Submitted at 11/4/2025 09:20:28 AM (CT)

jackie@andaleconstruction.com

Email

Requested Attachments

TAB A - COMPANY INFORMATION QUESTIONNAIRE

Company Information
Questionnaire.pdf

This form shall be submitted by all firm(s) or entity(ies) seeking a contract with the City of Laredo.

TAB B - Conflict of Interest Disclosure

Conflict of Interest.pdf

This form shall be submitted by all firm(s) or entity(ies) seeking a contract with the City of Laredo.

Tab C - Non-Collusive Affidavit

Non-Collusive Affidavit.pdf

This form shall be submitted by all firm(s) or entity(ies) seeking a contract with the City of Laredo.

Tab D - Discretionary Contracts Disclosure

Discretionary Contracts
Disclosure.pdf

This form shall be submitted by all firm(s) or entity(ies) seeking a contract with the City of Laredo.

Tab E - Certificate of Interested Parties (Form 1295)

Form 1295.pdf

Form 1295 must be submitted to the Texas Ethics Commission within ten (10) days upon receiving notice of award of contract. This form must be submitted within the allotted time otherwise this may result in the cancellation of the contract.

Tab F - Certificate of Insurance

COI - Laredo.pdf

Certificate of Insurance

Request for Proposal - RFP FY25-ENG-65 Response

Request for Proposal.pdf

All respondents shall attach complete information as described on RFP FY25-ENG-65.

RFP 25-ENG-65 Spec Book

RFP 25-ENG-65 Spec. Book.pdf

Bidders shall review and include all required documents as part of the bid package.

RFP 25-ENG-65 Map Exhibit

RFP 25-ENG-65 Map
Exhibit_compressed.pdf

Bidders shall review and be familiar with this information.

Addendum 1

Laredo Addendum No 1.pdf

Bidders shall review addendum No. 1.

Addendum 2 Signed

No response

Bidders shall review addendum No. 2.

Response Attachments

Bid Bond - Laredo.pdf

Bid Bond - 5%

W-9 Form - Laredo.pdf

W-9 Form

Bid Attributes

1 REQUEST FOR PROPOSAL FOR HIGH DENSITY MINERAL BOND - STREET MAINTENANCE PROJECT

Notice is hereby given that the City of Laredo is accepting Request for Proposal (RFP) from interested parties or companies furnishing, installing and providing all labor and materials required for construction of approximately 500,000 square yards of high-density mineral bond (HDMB) surface treatment, traffic control, and miscellaneous striping.

This solicitation will follow policies and procedures related to the procurement of goods and services with Federal funding, State of Texas and/or local sources (as applicable).

Interested Proposers shall familiarize themselves with conditions relating to the scope, specifications, and restrictions regarding the execution of work to be performed under the contract. It is the firm's responsibility to obtain any additional information it deems necessary to submit in its proposal, as well as in the performance of the contract. Consultants are cautioned to refer to other sections of this Request for Proposal (RFP) packet for further details. Professional Service Agreement will be issued for the project upon funding available.

☒ I have read and understand this section

2 INTRODUCTION AND BACKGROUND

The City of Laredo currently maintains approximately 900 centerline miles of roadway infrastructure. This project aims to enhance the city's infrastructure to better serve its growing population based on goals and objectives.

☒ I have read and understand this section

3 PREPARATION OF SUBMITTALS

Interested firms or consultants are required to attend the mandatory pre-submittal meeting scheduled to be held on **October 15, 2025 at 2:00 PM (CT)**.

Consultants are strongly encouraged to submit their Request for Proposal (RFP) Statements electronically through the use of Cit-E-Bid or in person - hand delivery. Mailed responses (i.e. USPS, FedEx, UPS), telegraphic or facsimile responses will not be considered. Copies of the RFP specifications may be viewed and/or downloaded free of charge from the City of Laredo website at: <https://www.cityoflaredo.com/bids-and-rfps.html>
<https://cityoflaredo.ionwave.net/>

☒ I have read and understand this section

4 SCOPE OF WORK SCOPE OF WORK

The purpose of the project is to apply a high-density mineral bond (HDMB) surface treatment to designated roadways in order to extend pavement life, enhance durability, and improve overall roadway performance. The treatment shall provide a uniform, skid-resistant surface that seals the pavement against oxidation, water intrusion, and surface wear.

The project shall include approximately 500,000 square yards of roadway surface treatment within the City

of Laredo, as identified by the Engineering Department. A final list of streets and project limits will be provided prior to mobilization.

The contractor shall furnish all labor, materials, equipment, tools, traffic control, and incidentals necessary to complete the application of HDMB seal in accordance with project specifications.

CONTRACTOR SUBMITTALS

The Contractor shall submit the following items for approval prior to mobilization:

- Traffic Control Plan (TCP) in accordance with the **MUTCD**.
- Proposed project schedule and sequencing.
- HDMB product technical data sheets and certifications.
- Mix design and material certifications demonstrating compliance with **ASTM D3910, ASTM D244**, and applicable AASHTO specifications.
- Safety Data Sheets (SDS) for all materials.
- Warranty documentation.

SURFACE PREPARATION

The Contractor shall:

- Mechanically sweep and clean all pavement surfaces prior to application.
- Remove all vegetation, dirt, oil spots, and loose aggregate.
- Protect manholes, valve boxes, thermoplastic striping, and adjacent concrete features with approved coverings.
- Perform crack sealing, patching, or localized repairs as directed by the City prior to HDMB application.
- Ensure surfaces are dry and free of contaminants prior to placement.

POST-APPLICATION REQUIREMENTS

- Contractor shall remove all protective coverings, debris, and traffic control devices following completion.
- Pavement markings obliterated by HDMB treatment shall be replaced in kind within **5 calendar days**.
- Streets shall be re-swept after curing to remove any residual material.
- Final acceptance will be contingent upon a joint inspection with the City Inspector verifying coverage, uniformity, and performance.

MATERIALS

- HDMB product shall be a proprietary blend of polymer-modified asphalt emulsion, fine mineral aggregate, fibers, polymers, and stabilizers, designed to create a high-density wearing surface.
- Product must have demonstrated field performance in municipal applications for a minimum of **five (5) years**.
- Material supplier shall provide on-site technical assistance during initial startup of the project.

Within 30 days after the Notice to Proceed, the Contractor shall submit to the Engineer or the City for approval, technical product literature and all other pertinent data to illustrate conformance to the specification found within.

WARRANTY

- The Contractor shall provide a minimum **one (1) year warranty** against defects in workmanship, materials, delamination, raveling, or premature failure.
- Any deficiencies identified during the warranty period shall be repaired at the Contractor's expense within **30 calendar days** of written notification by the City.

DESIGN PLANS AND SPECIFICATIONS

All construction for this project shall generally conform to the requirements of the Texas Department of Transportation Standard Specifications for Construction of Highways, Streets and Bridges (2004 edition) unless excepted or noted on these plans or in the contract documents.

These plans prepared by the City of Laredo, do not extend to or include designs or systems pertaining to the safety of the contractor or its employees, agents or representatives in the performance of the work. The seal of the City of Laredo Engineer a registered professional engineer(s) hereon does not extend to any such safety systems that may now or hereafter be incorporated in the work. The contractor is to prepare or obtain the appropriate safety systems, including the plans and specifications. Contractor shall be responsible and liable for all job site safety, management of job site personnel, supervision of the use of job site equipment and direction of all construction procedures, methods and elements required to complete the construction of the proposed improvements.

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 without consideration of possible substitute or "or-equal" items. Whenever it is specified or described in the Bidding Documents that a substitute or "or-equal" item of material or equipment may be furnished or used by CONTRACTOR if acceptable to ENGINEER, application for such acceptance will not be considered by ENGINEER until after the Effective Date of the Agreement. The procedure for submission of any such application by CONTRACTOR and consideration by ENGINEER is set forth in the General Conditions and may be supplemented in the General Requirements.

TECHNICAL EXPERTISE

The consultant shall provide a list of all sub-consultants services required for a complete turn-key project. In addition, the Consultant shall coordinate (as needed) with other Consultants hired by the City of Laredo, all public agencies, utility companies, attend stakeholder meetings, committee meetings and City Council meetings. Furthermore, the design shall comply with all City, State, and Federal Regulations including but not limited to the City of Laredo Comprehensive Plan, ADA Standards and Guidelines, Texas Department of Transportation (TxDOT), Federal Emergency Management Agency (FEMA), National Association of City Transportation Officials (NACTO), Texas Commission on Environmental Quality (TCEQ), State Historic Preservation Officer (SHPO), Texas Department of Licensing and Regulations (TDLR), Union Pacific Railroad (UPRR), etc.

All work related to the project shall be in conformance with all applicable municipal, state, and federal guidelines and regulations, and in close coordination with City of Laredo Engineering Department.

☒ I have read and understand this section

5 PROJECT/GENERAL MANAGER REQUIREMENT & COMMITMENT

The Proposers Project/General manager, as proposed in the RFP. The project manager must be an employee of the prime provider. The City of Laredo expects the prime provider to commit its project manager, as proposed in the RFP, to the duration of the contract. The City of Laredo further expects the project manager's commitment to the contract to include commitment as the project manager to each work authorization without further delegation or substitution over the course of the contract. In selecting a provider, the City of Laredo evaluates the project manager's qualifications and skills against the specific requirements and unique demands of the contract. The project manager's commitment to the duration of the contract, therefore, is of key importance to the City of Laredo. Project manager replacement on an active contract, while not strictly prohibited, will require the City of Laredo's prior consent. Any such replacements will be subject to the terms of the agreement.

☒ I have read and understand this section

6 REQUIRED FORMS AND CONTENTS OF RFP SUBMISSION

For an RFP to be considered it must contain the following information:

CHECKLIST

Tab A - Company Information Questionnaire

Tab B - Conflict of Interest Disclosure

Tab C - Non-Collusive Affidavit

Tab D - Discretionary Contracts Disclosure

Tab E - Certificate of Interested Parties (Form 1295)

Tab F - Certificate of Insurance

RFP - FY25-ENG-65 Response

Addendum 1

Addendum 2

☒ I have read and understand this section

7 SUBMISSION OF REQUEST FOR PROPOSAL

Consultants are strongly encouraged to submit their Request For Proposal electronically through the use of Cit-E-Bid and you must register as a supplier/consultant prior to submitting.

OR

If consultant needs to hand-deliver sealed RFP, please follow the steps below:

MANUAL REQUEST FOR ROPOSAL DROP OFF-PROCEDURES

Note: Manual Request for Proposal will be accepted up to 4:00 P.M. of the date due.

1. Please make sure that the RFP is in a sealed envelope marked with the following:

- RFP Title
- Name of Company submitting RFP
- Address of Company submitting RFP
- Phone number of Company submitting RFP

2. Please notify the front desk or security officer that you are there to drop off an RFP with the City Secretary's Office. The security officer will notify the Department and provide further instructions to receive the package.

3. All persons should wait until you are provide access to go up to the 3rd floor to time-stamp the envelope, make a copy of it and bring it back to you. **(We highly recommend persons to wait to receive a copy of the time-stamped envelope.)**

Thank you for your understanding and help at this time of trying to stay healthy and safe.

Electronically Delivered:

City of Laredo Cit-E-Bid
<https://cityoflaredo.ionwave.net/>

Hand Delivered:

City of Laredo
City Secretary's Office
C/O Mario I. Maldonado, Jr.
1110 Houston St. (3rd Floor)
Laredo, TX 78040

For questions regarding registration on Cit-E-Bid and/or submitting a Statement of Qualifications through Cit-E-Bid, please email Purchasing Division at PurchasingDL@ci.laredo.tx.us or call (956) 790-1800. Electronic submittals must be in either Microsoft Office or Adobe Portable Document Format (PDF) and shall include the complete Request for Proposal.

Request for Proposal must be received no later than 4:00 P.M. on November 6, 2025

Submit electronically or hand deliver five (5) hard copies and an one (1) pdf copy of the proposal on a pin drive. Proposal are to be bound and sealed.

☒ I have read and understand this section

8 DISQUALIFICATION AND DEBARMENT CERTIFICATION

By submitting this Statement of Qualifications, the firm certifies that it is not currently debarred or eligible for debarment from the City of Laredo pursuant to **Ordinance No. 2017-O-098** and that it is not an agent of a person or entity that is currently debarred from receiving contracts from any political subdivision or agency of the State of Texas. The contract parties are prohibited from making any award at any tier to any party that is debarred or suspended or otherwise excluded from or ineligible for participation in Federal Assistance Programs under Executive Order 12549, "Debarment and Suspension." By executing this agreement, the Engineer certifies that it is not currently debarred, suspended, or otherwise excluded from or ineligible for participation in Federal Assistance Programs under Executive Order 12549. The parties to this contract shall require any party to a subcontract or purchase order awarded under this contract to certify its eligibility to receive Federal funds and, when requested by the City, to furnish a copy of the certification.

☒ I have read and understand this section

9 PROPOSAL PREPARATION COST

The City of Laredo will not reimburse any proposer for any costs involved in the preparation and submission of proposals, amendments or other relevant documents associated with the RFP.

☒ I have read and understand this section

10 LATE SUBMITTALS OR MODIFICATIONS

Request for Proposal and modifications received after the time set for the proposal receiving deadline will **not** be considered. Late submittals shall be returned to the Respondent or vendor unopened.

☒ I have read and understand this section

11 REJECTION OF STATEMENT OF QUALIFICATIONS

The City may reject a Request for Proposal (RFP) if:

(a) Respondent misstates or conceals any material fact in the RFP. (b) RFP does not strictly conform to the law or the requirements of the RFP. (c) Respondent is delinquent in the payment of taxes, including state and local, City of Laredo taxes; a respondent is considered delinquent, regardless of any contract or agreed judgments to pay such delinquent taxes. (d) No RFP submitted herein shall be considered unless the Respondent warrants that, upon execution of a contract with the City of Laredo, Respondent will not engage in employment practices such as discriminating against employees because of race, color, sex, creed, or national origin. The Respondent will submit such reports as the City may, therefore, require assuring compliance with said practices. (e) The City may reject all RFPs or any part of an RFP whenever it is deemed necessary.

☒ I have read and understand this section

CLARIFICATIONS OR OBJECTION TO REQUEST FOR PROPOSAL (RFP/Submittal)

If any person contemplating submitting an RFP for this contract is in doubt as to the true meaning of the specifications, or other RFP documents or any part thereof, a request for information shall be made in writing through Question & Response section on Cit-E-Bid system no later than the Question Deadline date. Any vendor submitting questions shall make reference to a specific RFP number, section, page and item of this solicitation. Questions untimely submitted may not elicit a response. It is the bidder's responsibility to follow up and make certain that the request was received. In case there are changes, additions, and/or edits to the original scope, an addendum will be issued by the Purchasing Agent to all vendors through Cit-E-Bid system under Questions and Responses section to clarify any inquiries. The City will not be responsible for any other interpretations of the RFP during the RFP process, bidder, or any persons acting on their behalf, shall not contact any City official or employee staff except those specifically designated in this or another subsequent solicitation document.

PROTEST

The following sequence of activities must take place in filing a protest:

(a) To be performed by protesting Respondent: Within ten (10) calendar days prior to the time that the City Council considers the recommendation of the City's evaluation committee, the protesting Respondent must provide written protest to the City Purchasing Officer. Such protest must include specific reasons for the protest. (b) To be performed by City's Purchasing Officer: Shall review the records of procurement and determine legitimacy and procedural correctness. Within five (5) working days, the City Purchasing Officer shall provide written response to the protesting Respondent of the decision. (c) If the protesting Respondent is not satisfied with the decision of the City Purchasing Officer, such protesting Respondent may appeal to the City Manager of the City of Laredo. If the protesting Respondent cannot resolve the issue with the City Manager, he shall be entitled to address his concerns when the City Council of the City of Laredo considers the awarding of the contract. Such appeal may be made only after exhausting all administrative procedures through the City Manager. (d) All protests must be duly submitted via Certified Mail to: City of Laredo - Purchasing Agent 5512 Thomas Ave. Laredo, Texas 78041.

The respondents must agree to maintain current, updated disclosure of information on file with the City's Purchasing Office throughout the term of the contract.

Respondents doing business with the City of Laredo shall comply with all applicable provisions of the City of Laredo's Code of Ethics. **Ordinance No. 2012-0-126 (as amended).**

The city will require any and all Respondents to submit a **Non-Collusive Affidavit (Form C)**. The Respondent will be required to state that the party submitting a proposal or bid, that such proposal or bid is genuine and not collusive or sham; that said Respondent/Bidder has not colluded, conspired, connived or agreed, directly or indirectly, with any Respondent/Bidder or Person, to put in a sham bid or to refrain from bidding/responding, and has not in any manner, directly or indirectly, sought by agreement or collusion, or communication or conference, with any person, to fix the bid price or affiant or of any other Respondent/Bidder, or to fix any overhead, profit or cost element of said bid price, or of that of any other Respondent/Bidder, or to secure any advantage against the City of Laredo or any person interested in the proposed contract; and that all statements in said proposal or bid are true.

The City will require several forms to be submitted as part of their solicitations; these required forms are listed on Attribute #7 (**required forms**).

☒ I have read and understand this section

GOALS AND OBJECTIVES

The City of Laredo has several operational goals for the Street Maintenance Project as summarized below.

- **Extend Pavement Life**

- Maximize the lifespan of roadways by applying timely maintenance and rehabilitation strategies.
- Reduce the frequency of costly, extensive repairs or full road replacements.

- **Minimize Costs:**

- Prioritize and schedule maintenance activities to optimize cost-effectiveness.
- Invest in preventive maintenance to avoid the need for expensive reactive repairs.

- **Improve Roadway Safety**

- Ensure roads are safe for all users, including drivers, pedestrians, cyclists, and public transportation.
- Address issues like potholes, ruts, and cracks that can create hazardous conditions.

- **Enhance Quality of Life:**

- Improve the driving experience by maintaining smooth, well-maintained road surfaces.
- Support local economic activity by ensuring transportation infrastructure is reliable.

- **Data Driven Decision Making**

- Collect and analyze data on pavement conditions to make informed decisions about maintenance priorities.
- Utilize technology and software for efficient management and budgeting.

☒ I have read and understand this section

RFP EVALUATION (Criteria Evaluation Factors)
RFP Criteria Evaluation Factors
(Total 100 Points)

The City of Laredo and Fine Arts and Culture Commission will select the proposer or individuals that most successfully meet the criteria listed below to determine best value.

The submitted response to this RFP should be as concise as possible while adhering to the format and information requirements described below. Please limit your response to a maximum of twenty (20) single sided pages or ten (10) double-sided pages, excluding the cover letter, resumes and attachments such as photographs or other exhibits. Attachments are limited to five (5) pages. Font size of 11 or larger is required. The submitted response shall be divided into the following sections:

Section I — Qualifications of the Company (30 points)

Section II — Proven Success (20 points)

Section III — Company's Stability (20 points)

Section IV — Price (30 points)

Section I — Qualifications of the Company

- A. Provide a brief overview of your firm, including years in business, dollar volume per year for the last five years, and significant projects completed in that time.
- B. Provide a description of the composition and management structure of your team. Provide a description and separate graphic organizational chart complete with working titles. Identify the lines of authority, responsibility and coordination.
- C. Identify the company's roles, responsibilities, and relevant experience with projects of similar scope and complexity, size and/or budget.
 - a. Include the relevant experience of the proposed project manager and superintendent.
 - b. Describe how the team's experience will relate to the success of this project.
- D. Provide a description of how your team selects qualified sub-contractors, gets vigorous participation from them, and manages them effectively in a challenging construction marketplace. Describe how your company utilizes local or small businesses.
- E. Provide the resume of the safety manager for your firm, and a brief description of the unique features of your safety program.
- F. Provide certification and training for key personnel (e.g., APWA, TxAPA, or equivalent).
- G. Provide quality control and assurance plan (including mix verification and field testing).
- H. Provide measures proposed to minimize disruption to residents and businesses.
- I. Provide track record of product use in similar climatic and traffic conditions.
- J. Provide manufacturer's technical support and warranty terms.
- K. Provide resource availability (equipment, crews, materials).

Section II — Proven Success

- A. Select your three (3) most relevant projects from the last five (5) years and provide, at a minimum, the following:
 - a. The name of the project and amount of your company's original contract;
 - b. The current contact information for the Owner;
 - c. The current contact information for the Architect/Engineer;
 - d. Completion date;
 - e. Submitted letters of reference from past clients
 - f. Total contract value at completion, together with a short description of change orders (e.g. owner initiated; design document ambiguity; unforeseeable condition; capricious building official's direction, etc.).
 - g. Brief description of each project including size, scope, and budget.
 - h. History of on-time completion of similar projects.
- B. Provide your company's approach to cost and change management. In addition, list the average percentage of change orders in your company's final project costs typically driven by changes that were not owner initiated, or driven by unforeseeable conditions.

Section III — Firm's Stability

- A. Please provide your firm's total bonding capacity for the last five (5) years. In addition, please provide your firm's bonding unused (available) capacity as of August 31, 2025. The City understands this amount may have changed since that date.
- B. Provide the contact information for three (3) additional references and permission to contact them.
- D. Current workload and availability to perform the work.
- E. Provide information on any past, current or anticipated claims (i.e., knowledge of pending claims) on respondent contracts; explain the litigation, the issue, and its outcome or anticipated outcome.

Section IV — Price

The City will consider the price proposal in the following formula:

Lowest Cost Proposal / Individual Cost Proposal X 30 Points = Points Awarded for Price

Example:

Lowest Cost Proposal Received = \$100,000.00

Your Individual Cost Proposal = \$125,000.00

$(\$100,000.00) / (\$125,000.00) \times 30 = \underline{24 \text{ Points}}$

Important Consideration

The City reserves the right, at its sole discretion, to reject any or all proposals or to award certain phases or segments of this project when it is determined to be in the public interest to do so. This RFP does not obligate the City to pay any costs incurred by any respondent in the submission of a proposal or in making necessary studies or design for the preparation thereof, or for procuring or contracting for the services to be furnished under this request for proposals. Company's submitting a responsible responsive bid should be ready to negotiate a contract within thirty (30) days after notifications of recommendation for award.

List and describe Bidder's construction experience for a minimum of three (3) successfully completed projects of comparable size, scope and complexity to the Work described in the Contract Documents. The Bidder must have completed the projects within the past five (5) years. Part 3 of this section outlines the experience requirements which must be demonstrated with the three (3) successfully completed sample projects. (Use additional sheets as deemed necessary or appropriate.)

☒ I have read and understand this section

SELECTION PROCESS

The evaluation of interests, qualifications, or submittals and the ranking/selection of a Proposer shall be performed by **subject matter experts**, City staff selection team assigned by the City Manager or designated appointee.

Note: Solicitation shall prohibit respondents from contacting any member of the selection team about the procurement. These City of Laredo Employees will not respond to questions about this procurement once the process has started.

Do not contact any member of the selection team about this procurement.

The City selection team may utilize the following **two-step process** below for selection of a design consultant:

Step 1 – Request for Proposal (or Submittals)

- The Proposers (RFP) will be ranked based on the RFP Evaluation shown above (Criteria Evaluation Factors)
- Based on the evaluation process, the selection committee **may** qualify a maximum of three (3) Proposers to participate in Step 2 of the solicitation;

Step 2 – Presentation/Interview

- The interviews will be limited to **30 minutes in total**
- Proposers shall prepare a presentation of 15 minutes maximum briefly based on the RFP & Criteria Evaluation Factors. In addition, a fifteen (15) minute Question & Answer (Q&A) time.
- Following the presentation, the selection committee will lead a question and answer session designed to determine the most qualified respondent. (Questions will focus on the Criteria Evaluation Factors)
- The selection committee will rank the presentations to determine the most qualified respondent for the project.

The City selection team committee will evaluate all Request for Proposal (RFP) based on the Criteria Evaluation Factors (Total 100 Points) mentioned previously above.

☒ I have read and understand this section

RFP PROCESS

During the RFP process, firms may be required to attend interviews, give presentations as requested to the evaluation committee. The evaluation committee may conduct the following tasks but is not an all-inclusive list of tasks that may be conducted by the committee:

- Review all RFPs received for compliance with RFP terms and conditions.
- Prepare a comparative summary of Qualifications.
- Prepare a preliminary ranking of RFPs using a quantitative method based on the criteria presented in the RFP document and other criteria as directed by Committee.
- Conduct reference checks.
- Request clarification from firms.
- Attend and participate in interviews with firms who submitted RFP packages by the deadline.
- Prepare a final ranking of RFP proposals.

☒ I have read and understand this section

1
7**ADDITIONAL DISCUSSIONS**

When determining the need for additional discussions following solicitation submission and evaluation, the City will determine based upon State procedures and the size and complexity of a project, the need for additional discussions following solicitation submission and evaluation.

☒ I have read and understand this section

1
8**SELECTION OF PROPOSER**

Upon selection of a Proposal or individuals based on its evaluation of the Proposer's submission, the City will negotiate a contract and other terms and conditions of an agreement with the selected Proposer. City intends to evaluate the Proposals received and to select one or more firms with thirty (30) days. After selection, the contract will be negotiated for a fair and reasonable price. The fees will not be higher than the recommended practices and fees published by the applicable professional associations. If a negotiated contract and satisfactory pre-negotiation audit cannot be reached (negotiations to include best and final offer), the City may end negotiations and proceed to the second-highest ranked engineering firm. If negotiations are unsuccessful with the second-highest ranked engineering firm, the City will continue down the list until a contract is successfully negotiated. The City will notify the firms that were not selected.

Note: Do not contact members of the selection team committee about this procurement. Since the procurement process has started, these City of Laredo employees will not respond to questions about this procurement.

To ask questions about this solicitation, please see section 30. Questions about this Solicitation.

☒ I have read and understand this section

1
9**TENTATIVE SCHEDULE FOR SELECTION PROCESS AND AWARD**

1st Advertisement:	October 5, 2025
2nd Advertisement:	October 12, 2025
Pre-proposal Conference	October 15, 2025
Questions Deadline:	October 17, 2025
RFP Due Date:	November 6, 2025
Anticipated City Council Award:	December 2025

Footnote: The City of Laredo reserves the right to adjust time and dates on above projected schedule if it's in the best interest of the City of Laredo. Contract awards will be awarded upon funding availability.

☒ I have read and understand this section

2
0**WITHDRAWAL OF STATEMENT OF QUALIFICATIONS**

Proposals may not be withdrawn after they have been opened unless approved by the City Council.

☒ I have read and understand this section

2
1**DISPOSITION OF SUBMITTALS / TEXAS PUBLIC INFORMATION ACT ADHERENCE**

All submittals and/or any portions thereof become the property of City upon receipt and will not be returned. Any information deemed to be confidential by Respondent should be clearly noted on the page(s) where confidential information is contained. However, City cannot guarantee that it will not be compelled to disclose all or part of any public record under the Texas Public Information Act, since information deemed to be confidential by Respondent may not be considered confidential under Texas law, or pursuant to a court order. The City of Laredo, by Records Management Ordinance No. 91-O-19, manages records from their creation to their ultimate disposition, consistent with the Texas Local Government Records Act and accepted records management practice; the City also follows the records retention guidelines set out by the Texas State Library and Archives Commission (TSLAC).

☒ I have read and understand this section

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2**CONTRACT REQUIREMENTS**

(a) CODE OF ETHICS - Consultants, firms, contractor or vendors doing business with the City of Laredo shall comply with all provisions of the City of Laredo's Code of Ethics (Ordinance 2012-O-126 as amended) Consultants, firms, contractor or vendors may be required to participate in Code of Ethics training.

(b) PROHIBITED CONTACTS DURING CONTRACT SOLICITATION PERIOD - A person or entity who seeks or applies for a city contract or any other person acting on behalf of such person or entity is prohibited from contacting city officials and employees regarding such a contract after a Request for Proposal (RFP), Request for Qualification (RFQ) or other solicitation has been released. This no-contact provision shall conclude when the contract is awarded. If contact is required, such contact will be done in accordance with procedures incorporated into the solicitation document. Violation of this provision by respondents or their agents may lead to disqualification of their offer from consideration.

(c) COMPANY INFORMATION QUESTIONNAIRE (Form Attached: Section 39.0-Tab A) - This form shall be submitted by all firms(s) or entity(ies) seeking a contract with the City of Laredo.

(d) CONFLICT OF INTEREST DISCLOSURE (Form Attached: Section 40.0-Tab B) - This form shall be submitted by all firms(s) or entity(ies) seeking a contract with the City of Laredo.

(e) NON-COLLUSIVE AFFIDAVIT (Form Attached: Section 41.0-Tab C) - The City of Laredo requires consultants, firms, contractors, and vendors to submit a Non-Collusive Affidavit. Consultants, firms, contractors, or vendors will be required to state that the party submitting a SOQ, proposal or bid, that such SOQ, proposal or bid is genuine and not collusive or sham; that said respondent or bidder has not colluded, conspired, connived or agreed, directly or indirectly, with any respondent or bidder or person, to put in a sham bid or to refrain from bidding, and has not in any manner, directly or indirectly, sought by agreement or collusion, or communication or conference, with any person, to fix the bid price or affiant or of any other respondent or bidder, or to fix any overhead, profit or cost element of said bid price, or of that of any other respondent or bidder, or to secure any advantage against the City of Laredo or any person interested in the proposed contract; and that all statements in said response, proposal or bid are true.

(f) DISCRETIONARY CONTRACTS DISCLOSURE (Form Attached: Section 42.0-Tab D)

This form shall be submitted by all firms(s) or entity(ies) seeking a contract with the City of Laredo.

(g) CERTIFICATE OF INTERESTED PARTIES (Form 1295) (Form Attached: Section 43.0-Tab E)

Implementation of House Bill 1295: In an effort to comply with state law the certificate of interested parties must be filled out once a vendor has been granted a contract. All of this information can be found on the state of Texas website, please use this link provided, <https://www.ethics.state.tx.us/filinginfo/1295/>. In 2015, the Texas Legislature adopted House Bill 1295, which added section 2252.908 of the Government Code. The law states that a governmental entity or state agency may not enter into certain contracts with a 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. In order to comply with state law the Certificate of Interested Parties (Form 1295) must be submitted to the Texas Ethics Commission within 10 days upon receiving notice of award of contract. This form must be submitted within the allotted time otherwise this may result in the cancellation of the contract.

(h) TITLE VI ASSURANCE

The Engineering Department for the City of Laredo along with the Texas Department of Transportation, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S. C. ss 2000d to 2000d-4) and the Regulations, hereby notifies all providers that it will affirmatively insure that any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit Statements of Qualifications in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

(i) INSURANCE REQUIREMENTS

When required and specified in the City of Laredo bid specifications, the successful bidder(s) shall furnish the City with Certificate of Insurance herein required upon execution of the contract and shall maintain said policies in full force and effect at all times during the term of this contract.

(a) Commercial General Liability insurance at minimum combined single limits of \$1,000,000 per-occurrence and \$2,000,000 general aggregate for bodily injury and property damage, which coverage shall include products/completed operations (\$1,000,000 products/ completed operations aggregate), and XCU (Explosion, Collapse, Underground) hazards. Coverage for products/completed operations must be maintained for at least two (2) years after the construction work has been completed. Coverage must be amended to provide for an each-project aggregate limit of insurance. An alternative would be to have separate limits for all lines of General Liability coverage for each project.

(b) Workers Compensation insurance at statutory limits, including Employers Liability coverage a minimum limit of \$1,000,000 each-occurrence each accident/\$1,000,000 by disease each-occurrence/\$1,000,000 by disease aggregate.

(c) Commercial Automobile Liability insurance at minimum combined single limits of \$1,000,000 per-occurrence for bodily injury and property damage, including owned, non-owned, and hired car coverage.

(d) Any Subcontractor(s) hired by the Contractor shall maintain insurance coverage equal to that required of the Contractor. It is the responsibility of the Contractor to assure compliance with this provision. The City of Laredo accepts no responsibility arising from the conduct, or lack of conduct, of the Subcontractor. The independent subcontractor performing onsite labor will extend completed operations to additional insured parties.

(e) A Comprehensive General Liability insurance form may be used in lieu of a Commercial General Liability insurance form. In this event, coverage must be written on an occurrence basis, at limits of \$1,000,000 each-occurrence, combined single limit, and coverage must include a broad form Comprehensive General Liability Endorsement, products/completed operations, XCU hazards, and contractual liability.

(f) With reference to the foregoing insurance requirement, Contractor shall specifically endorse applicable insurance policies as follows:

1. The City of Laredo shall be named as a primary and non-contributory additional insured with respect to General Liability and Automobile Liability. The additional insured for General Liability shall include operations and completed operations. Completed operation are to be kept in force for a period of 10 years.

2. All liability policies shall contain no cross-liability exclusions or insured versus insured restrictions.

3. A waiver of subrogation in favor of the City of Laredo shall be contained in the Workers compensation, Builders Risk, and all liability policies.

4. All insurance policies shall be endorsed to require the insurer to immediately notify The City of Laredo of any material change in the insurance coverage.

5. All insurance policies shall be endorsed to the effect that The City of Laredo will receive at least sixty-(60) days' notice prior to cancellation or non-renewal of the insurance.

6. All insurance policies, which name The City of Laredo as an additional insured, must be endorsed to read as primary coverage regardless of the application of other insurance.
7. Required limits may be satisfied by any combination of primary and umbrella liability insurances.
8. Contractor may maintain reasonable and customary deductibles, subject to approval by The City of Laredo.
9. Insurance must be purchased from insurers that are financially acceptable to the City of Laredo. Insurer must be rated A- or greater by AM Best Rating with an admitted carrier licensed by the Texas Department of Insurance.
- (g) All insurance must be written on forms filed with and approved by the Texas Department of Insurance. Certificates of Insurance shall be prepared and executed by the insurance company or its authorized agent and shall contain provisions representing and warranting the following:
1. Sets forth all endorsements and insurance coverages according to requirements and instructions contained herein.
 2. Certificates of insurance shall be accompanied by a copy of each required endorsement including the notice of cancellation or termination provisions to the City of Laredo for each required type of insurance.
- (h) Upon receipt of a verified claim and at the request of the City of Laredo, Contractor shall furnish The City of Laredo with certified copies of all required insurance policies.

☒ I have read and understand this section

2 3 **INDEPENDENT AGENCY ESTIMATE**

The City of Laredo may prepare an independent agency estimate for use in negotiation with the selected Proposer; based upon similar or comparable operations. The City's independent estimate shall be prepared prior to negotiations and/or award of selected consultant.

☒ I have read and understand this section

2 4 **DETERMINATION OF CONTRACT TYPE, PAYMENT METHOD, AND ASSURANCES AND CERTIFICATIONS**

Based on solicitation scope, the City Engineer along with the selection team shall make the determination of the contract type, payment method, and assurances and certifications required for the contract; these provisions, assurances, and certifications shall all be in accordance with 23 CFR 172.9. The City of Laredo will allow a joint venture on this project.

Compensation and Payment: The contractor shall be paid pro-rata based on the percentage, or by task of work completed. For payment, the contractor is not required to provide evidence of actual hours worked, traveled overhead rates or other evidence of cost.

Fixed-Price Contract: A firm-fixed-price contract provides for a price that is not subject to any adjustment on the basis of the contractor's cost experience in performing the contract.

The City will establish elements of contract costs, accepting indirect cost rate(s) for application to contracts, and assuring consultant compliance with the federal cost principles in accordance with **23 CFR § 172.11**. These shall take into account (project scope) elements to include: Scope of Services, project location, required TXDOT Standard Work Categories, Pre-Certification Requirements, etc.

Closing-out of a contract will occur upon completion of contract services (including punch list items), approval of final inspection(s) and final acceptance of project.

☒ I have read and understand this section

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5**AWARD OF CONTRACT**

The selection and award shall be based on the basis of demonstrated competence and qualifications to perform the services; and for a fair and reasonable price. The firm(s) selected will be the firm(s) which, is the best qualified. The professional fees under the contract may not exceed any maximum established by law. The firm(s)/vendor(s) shall bear the burden of proof of compliance with the City of Laredo Engineering Department specifications. Local participation is encouraged and the City of Laredo reserves the right to reject any or all proposals received, award the project in phases, award one or more contracts based on specific tasks, to award a contract to the principal company submitting their statement of qualifications, or to a secondary firm named therein, and to award contract only upon availability of funding.

☒ I have read and understand this section

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6**TERM OF AGREEMENT**

To be determined after the selection and award of the most qualified firm.

☒ I have read and understand this section

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7**METHOD OF MONITORING CONSULTANT'S WORK**

The Engineering Department will review the contract for form and content and verify that the scope is consistent with that submitted with the approved submission and the costs proposed are fair and reasonable.

The City is responsible for the following:

- 1) Monitoring of the contract which includes scheduling and attending progress meetings, verifying work is complete, accurate and consistent with the contract, and reviewing costs billed for consistency with cost proposal and acceptability and progress of work.
- 2) Paying invoices, then requesting reimbursement from the Engineering Department.
- 3) Processing contract amendments, if necessary, for additional time, changes in scope and additional cost (all contract amendments will be submitted to the Engineering Department for review.
- 4) Preparing performance evaluations addressing timely completion of work, conformance with contract cost, and quality of work. These evaluations will be submitted to the consultant or construction contractor and their comments will be attached to the final report.
- 5) Determining the extent of responsibility for errors and omissions.
- 6) Settlement of all contractual or administrative issues. All settlements shall be submitted to the Engineering Department for approval before funds can participate in any additional costs.
- 7) Maintaining records: retain for four (4) years after final payment on the contract, until any audit issue or litigation is resolved. The following items are to be retained: original contract with all attachments, original of all contract amendments, contract correspondence, payment request or invoices including DBE sub-consultant reports and performance evaluations.

Footnote: The Consultant's work performance/services form will be completed by the City for future evaluation/use. Contract closeout may include City Council Presentation.

☒ I have read and understand this section

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8**COMPENSATION AND PAYMENT**

Compensation and Payment: The Engineer or Architect shall be paid pro-rata based on the percentage, or by task of work completed. For payment, the Engineer or Architect is not required to provide evidence of actual hours worked, traveled overhead rates or other evidence of cost.

☒ I have read and understand this section

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PAYMENTS & INVOICING

All invoices to the City of Laredo have a 30-day term from receipt of completion of services. All invoices shall be mailed to the **Engineering Department, 1110 Houston St., City Hall (2nd Floor), Laredo, Texas 78040**. Electronic Funds Transfer (EFT) payments are also available; if electronic payments are preferred, an Electronic Funds Transfer (EFT) Authorization form needs to be completed and returned via e-mail to jjolly@ci.laredo.tx.us. For more information, please contact **Mr. Jorge Jolly, Accounts Payable Manager at (956) 791-7328**

☒ I have read and understand this section

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QUESTIONS REGARDING THIS SOLICITATION

All questions or clarifications regarding this RFP must be submitted electronically via Cit-E-Bid on or before question deadline scheduled. Each question, along with the City's response will be provided in writing to all prospective providers and included as an addendum to the RFP document. Any verbal communication regarding this request for qualifications will be considered non-binding on either party.

☒ I have read and understand this section

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SPECIAL ACCOMODATIONS

To request special accommodations pursuant to the Americans with Disabilities Act (ADA), please notify the contact shown below, a minimum of 48 hours prior to a scheduled meeting.

Please e-mail: Elvia Cardona at egcardona@ci.laredo.tx.us using the standard subject line: **Special Accommodations, RFP FY25-ENG-65**.

To request special accommodations pursuant to the Language Assistance Plan (LAP), for those with limited English proficiency who need the RFP or other information translated into another language please notify the contact shown below.

Please e-mail: Elvia Cardona at egcardona@ci.laredo.tx.us using the standard subject line: **Language Assistance Request, RFP FY25-ENG-65**.

☒ I have read and understand this section
Bid Lines

1

Package Header**Base Bid**

Quantity: 1 UOM: LS Total: \$2,045,548.00

Package Items

1.1 Furnish all labor, equipment, and material for application of Frictional Asphaltic Surface Preservation Treatment (HDMB) as per city specifications, to include all labor materials, tools, pavement, etc. Complete in place

Quantity: 500000 UOM: SY Price: \$3.61 Total: \$1,805,000.00

1.2 Furnish all labor, equipment, and material to provide and implement Traffic Control as per city specifications, to include all labor materials, tools, equipment, etc. Complete in place

Quantity: 1 UOM: LS Price: \$78,300.00 Total: \$78,300.00

1.3 Furnish all labor, equipment, and material to cover all thermo plastic striping in good or satisfactory condition with tape to preserve all R.O.W. Complete in place.

Quantity: 1 UOM: LS Price: \$5,642.00 Total: \$5,642.00

1.4 Furnish all labor, equipment, and material to cover blue, white, and yellow, buttons on R.O.W. Complete in place.

Quantity: 1 UOM: LS Price: \$2,456.00 Total: \$2,456.00

1.5 Furnish all labor, equipment, and material to provide and deliver a GIS based color map of all treated streets by district, bi-weekly. Complete in place.

Quantity: 1 UOM: LS Price: \$4,150.00 Total: \$4,150.00

1.6 **Please include a \$150,000.00 contingency allowance.**

Quantity: 1 UOM: LS Price: \$150,000.00 Total: \$150,000.00

1.7 *Line deleted as part of an Addendum*

1.8 *Line deleted as part of an Addendum*

1.9 *Line deleted as part of an Addendum*

1.10 *Line deleted as part of an Addendum*

1.11 *Line deleted as part of an Addendum*

1.12 *Line deleted as part of an Addendum*

2 Package Header

Additive Alternates

(Line excluded from response total)

Quantity: 1 UOM: LS Total: \$1,090,300.00

Package Items

2.1 Furnish all labor, equipment, and material for application of Frictional Asphaltic Surface Preservation Treatment (HDMB) as per city specifications, to include all labor materials, tools, pavement, etc. Complete in place

Quantity: 300000 UOM: SY Price: \$3.51 Total: \$1,053,000.00

2.2 Furnish all labor, equipment, and material to provide and implement Traffic Controls as per city specifications, to include all labor materials, tools, equipment, etc. Complete in place

Quantity: 1 UOM: LS Price: \$37,000.00 Total: \$37,000.00

2.3 Furnish all labor, equipment, and material to cover all thermo plastic striping in good or satisfactory condition with tape to preserve all R.O.W. Complete in place.

Quantity: 1 UOM: LS Price: \$100.00 Total: \$100.00

2.4 Furnish all labor, equipment, and material to cover blue, white, and yellow, buttons on R.O.W. Complete in place.

Quantity: 1 UOM: LS Price: \$100.00 Total: \$100.00

2.5 Furnish all labor, equipment, and material to provide and deliver a GIS based color map of all treated streets by district, bi-weekly. Complete in place.

Quantity: 1 UOM: LS Price: \$100.00 Total: \$100.00

Response Total: \$2,045,548.00