

City of Laredo

SUPPLEMENTAL AGENDA

A-2025-S-10

Monday, October 20, 2025

5:30 PM

City Council Chambers

City Council - Supplemental Agenda

**City of Laredo
Supplemental City Council Meeting
A-2025-S-10
1110 HOUSTON STREET
LAREDO, TEXAS 78040
October 20, 2025
5:30 P.M.**

CITIZEN COMMENTS

Citizens can participate through in-person comments. Citizens wishing to provide in-person comments are required to fill out a witness card and submit it to the City Secretary no later than 5:45 p.m. and identify themselves at the microphone. Comments are limited to three (3) minutes per speaker. Speakers may not pass their minutes to any other speaker. All comments should be relevant to City business and delivered in a professional manner. No derogatory remarks will be permitted.

APPOINTMENTS TO COMMISSIONS, BOARDS AND COMMITTEES

1. Appointment by Council Member Alyssa Cigarroa of Selina Villarreal to the Airport Advisory Board. [APPT - 73](#)

PUBLIC HEARING & INTRODUCTORY ORDINANCES

2. A Public Hearing and Introductory Ordinance of the City of Laredo, Texas, authorizing the City Manager to accept and appropriate revenues in the amount of \$48,742.00 and expenditures in the amount of \$48,742.00 for expansion of services for individuals case management services for individuals experiencing opioid use disorders, with a 0% match, for the Detoxification Department for the term period from November 1st, 2025 through September 30th, 2026. The total amount of the grant will not exceed \$48,742.00.00 for the life of the grant. Funds will be accounted for in the Detoxification Department Fund. [25-2070](#)

INTRODUCTORY ORDINANCES

3. An Ordinance Of The City Of Laredo, Texas authorizing to amend Ordinance 2018-O-175, Article X, Local Preference Program, Of Chapter 2, Administration, Of The Code Of Ordinances To Set Forth The Guidelines For Granting A Local Preference In City Procurements; Providing That This Ordinance Shall Be Cumulative; Providing A Severability Clause; Providing For Publication; And Declaring An Effective Date (As Amended). [25-1807](#)
4. An ordinance of the city of Laredo, Texas, amending ordinance no. 2025-O-065 to revise the description of the authorized use of funds related to the State Infrastructure Bank (SIB) loan, providing for severability, and providing an effective date. [25-2059](#)

CONSENT AGENDA

DETOXIFICATION CENTER: DR. SAN JUANA VIVIANA MARTINEZ, DIRECTOR

1. Authorizing the City Manager to amend contract FY24-100 for Beverage Services to Coca Cola Southwest Beverages LLC, Dallas, Tx. for the Detoxification Department. This amendment reflects a 41% contract increase, with annual cost of \$125,419.00 including a 5% increase in product cost for subsequent year. The term of this contract shall remain for a period of two years. This amendment applies to the second year of the contract year commencing on October 1, 2025, and ending on October 31, 2026. This contract may be extended for one (1) additional two (2) year periods, upon mutual agreement of the parties. Funding for this contract is available in the Detoxification budget. [25-1924](#)

2. Consideration to award contract FY25-081 to bidder Victoria's Catering, Laredo, Texas for annual amount not to exceed \$394,992.00 for providing meals for the detoxification department. The term of this contract is subject to future appropriations and will commence on October 1st, 2025; contract shall be for two-year period beginning the date of execution, with an option to renew for two additional years. Funding for this contract is available in the Detoxification Department budget. [25-1955](#)

ENGINEERING: ELIUD DE LOS SANTOS P.E., CITY ENGINEER

3. Consideration to award a design/build contract to Nature Trails NC, LLC, Brevard, North Carolina for the Shiloh Bike Trails Improvements Project in response to RFQ FY25-ENG-19 for the amount not to exceed \$770,000.00, which includes design plans, specifications, and construction. Funding is available in the District Priority Funds. [25-1856](#)

4. Consideration for approval of the selection of the top ranked consultant for the RFQ FY25-ENG-57 Project Administration and Management Downtown Rail Corridor Safety Planning Project; and authorization to negotiate and award a professional services contract not to exceed \$5,000,000.00. A total of (5) firms responded to the request for qualifications Tuesday, September 18, 2025, and the top (2) firms presented on September 30, 2025 to the evaluation committee. The committee recommends the selection of top ranked consultant HDR Engineering, Inc., San Antonio, Texas. There is no financial impact at this time. [25-1910](#)
 1. HDR Engineering, Inc., San Antonio, Texas
 2. RailPros, Inc., Irving, Texas
 3. Patrick Engineering Inc, Chicago, Illinois
 4. LJA Engineering, Inc., Laredo, Texas

5. Ardurra Group, Inc., Laredo, Texas
5. A resolution of the City of Laredo, Texas, amending resolution No. [2025-R-278](#) 2024-R-256 to revise the third paragraph in order to update the description of the authorized use of funds related to the State Infrastructure Bank (SIB) Loan; providing for severability; and providing an effective date.
6. Consideration for approval of Amendment No. 2, an increase in the amount of \$48,500.00 to the professional services contract with Cavazos Architects, Laredo, Texas, for the City of Laredo Fire Station No. 10 Fleet Annex Building to be located at 11015 McPherson Road, which will include additional architectural/engineering services, and other supplemental services. Current contract amount with this amendment is \$377,695.00. Funding is available in the 2021A Certificate of Obligation Bonds. [25-1959](#)

EXECUTIVE SESSION

The Council reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any posted agenda item when authorized by Texas Government Code Sections 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices), and/or 551.087 (Economic Development). Following closed session, the open meeting will reconvene at which time action, if any, may be taken.

7. Request for Executive Session under Texas Government Code [25-2014](#) 551.087 related to economic development deliberation and negotiations regarding an incentive agreement to Project LITOS pursuant to Chapter 380 of the Texas Government Code, and any other matter incident thereto.

GENERAL COUNCIL DISCUSSIONS AND PRESENTATIONS

Request by Council Member Melissa R. Cigarroa

8. Discussion with possible action to create an ordinance regarding signage in the Historic District of Laredo to prevent illuminated signs in and adjacent to St. Agustin Plaza in order to preserve its authenticity. [25-C-151](#)

Sponsors: Cm. Alyssa Cigarroa

Request by Council Member Ruben Gutierrez, Jr.

9. Recognizing the members of the Phi Iota Alpha Fraternity, TAMIU Chapter, for their remarkable contribution of over 2,100 community service hours during the 2024–2025 academic year. We extend special recognition to Rodolfo Rendon, Dylan Bryand, and Carlo [25-C-187](#)

Ochoa for their outstanding leadership and dedication, which exemplify the spirit of civic engagement and partnership that strengthens our community.

Sponsors: Cm. Gilbert Gonzalez

ADJOURN

This notice was posted at the Municipal Government Offices, 1110 Houston Street, Laredo, Texas, at a place convenient and readily accessible to the public at all times. Said notice was posted on Tuesday, October 14, 2025 at 5:30 p.m.

City of Laredo

City Council - Supplemental Agenda

Meeting Date: 10/20/2025

Appointment 1.

City of Laredo

City Council - Supplemental Agenda

Meeting Date: 10/20/2025

Public Hearing & Introductory Ordinance 2.

SUBJECT

A Public Hearing and Introductory Ordinance of the City of Laredo, Texas, authorizing the City Manager to accept and appropriate revenues in the amount of \$48,742.00 and expenditures in the amount of \$48,742.00 for expansion of services for individuals case management services for individuals experiencing opioid use disorders, with a 0% match, for the Detoxification Department for the term period from November 1st, 2025 through September 30th, 2026. The total amount of the grant will not exceed \$48,742.00.00 for the life of the grant. Funds will be accounted for in the Detoxification Department Fund.

VIVA LAREDO PLAN ALIGNMENT

Alignment Rating:

Strong - Directly supports or fulfills a clearly stated and verbatim goal or policy from the *Viva Laredo Comprehensive Plan*.

Supporting goal(s)/policy(ies):

Goal 7.2

“Ensure access to preventive care and treatment of behavioral health, including mental health and substance abuse services.”

Page: 7.23

Source: *Viva Laredo City of Laredo Comprehensive Plan*

Relevance: This grant directly enables the continuation and potential expansion of adult treatment services for substance abuse over a five-year period. The scope and scale of this funding commitment reflect the city’s sustained focus on improving behavioral health access.

Policy 7.2.1

“Support and expand programs that address substance abuse, addiction, and mental health issues in the community.”

Page: 7.23

Source: *Viva Laredo City of Laredo Comprehensive Plan*

Relevance: The agenda item fulfills this policy by directly funding adult treatment services administered by the Detoxification Department, which aligns precisely with the policy’s intent to expand substance abuse treatment in the community.

Policy 7.1.3

“Collaborate with public, private, and nonprofit sectors to improve access to affordable and quality healthcare services.”

Page: 7.22

Source: *Viva Laredo City of Laredo Comprehensive Plan*

Relevance: This agenda item is consistent with Policy 7.1.3 by executing a funding partnership between the City and the system agency to improve healthcare access through a long-term commitment to adult detoxification and treatment services.

Summary of alignment:

This agenda item demonstrates **strong alignment** with the *Viva Laredo Comprehensive Plan* by fulfilling **Goal 7.2** and **Policies 7.2.1** and **7.1.3**, all of which emphasize expanding behavioral health and substance abuse treatment. The acceptance and appropriation of a multi-year grant totaling over \$9 million enables the Detoxification Department to address pressing public health needs in a sustained, strategic manner.

This action contributes to broader **planning themes** including:

- **Public Health and Wellness**
- **Health Equity for Vulnerable Populations**
- **Cross-Sector Collaboration**
- **Sustainable Infrastructure for Human Services**

The 5-year term and matching funds underscore a long-term policy commitment and partnership model that reflect the Plan’s implementation strategies.

4. Additional Requirements

All cited goals and policies are quoted directly from the *Viva Laredo City of Laredo Comprehensive Plan*. No conflicting goals or policies were identified. The agenda item fully supports the health and equity vision articulated in Chapter 7 of the Plan.

PREVIOUS COUNCIL ACTION

N/A

BACKGROUND

The Detoxification Department provides medically monitored withdrawal inpatient treatment services to adults experiencing substance use dependency which include case management services to link individuals to services to enter treatment and/or maintain recovery. Among the goals have been to seek grant funding to aid in the operations of the center to provide services to uninsured and underinsured individuals.

COMMITTEE RECOMMENDATION

N/A

STAFF RECOMMENDATION

Staff recommends approval.

Fiscal Impact

Fiscal Year: FY 26
Budgeted Y/N?: N
Source of Funds: TX OPIOID ABATEMENT FUND COUNCIL
Account #: 274-0000-327-9061/274-7414
Change Order: Exceeds 25% Y/N: N

FINANCIAL IMPACT:

Funds will allow the program to serve expand case management services through expansion of facility space for individuals experiencing opioid use disorders. Project Code DETO01. Revenues will be 274-0000-327-9061 & expenses in 274-7414.

ORDINANCE 25-2070

ORDINANCE OF THE CITY OF LAREDO, TEXAS, AUTHORIZING THE CITY MANAGER TO AMMEND THE FY 2026 CITY OF LAREDO DETOXIFICATION CENTER BUDGET BY INCREASING AND APPROPRIATING REVENUES AND EXPENDITURES IN THE AMOUNT OF \$48,742.00. THE TEXAS OPIOID ABATEMENT FUND COUNCIL WAS FORMED TO ENSURE THAT MONEY RECOVERED THROUGH THE STATEWIDE OPIOID SETTLEMENT AGREEMENTS IS ALLOCATED FAIRLY AND SPENT TO PUT AN END TO THE OPIOID CRISIS IN TEXAS. THESE FUNDS ARE AVAILABLE AND WILL BE ACCOUNTED FOR IN THE DETOXIFICATION DEPARTMENT FUND.

WHEREAS, the City of Laredo obtained funds from the Texas Opioid Abatement Fund Council to the Detoxification Department, ROOTS Recovery Center, to provide voluntary inpatient medically monitored withdraw substance use treatment; and

WHEREAS, in order to adequately address these growing concerns within our community, the City Council deems it necessary to address substance use with the primary purpose of administering local and state laws pertaining to substance use treatments; and

WHEREAS, after careful consideration of this matter, the City Council deems it advisable, and in the best interest of the general welfare of the City and its citizens, to amend the budget of the City of Laredo.

PASSED BY THE CITY COUNCIL AND APPROVED BY THE MAYOR ON THIS _____ DAY OF _____, 2025.

**DR. VICTOR D. TREVIÑO
MAYOR**

ATTEST:

**MARIO MALDONADO, JR
CITY SECRETARY**

APPROVED AS TO FORM:

**AMBER HOLMES
ASSISTANT CITY ATTORNEY**

City of Laredo

City Council - Supplemental Agenda

Meeting Date: 10/20/2025

Introductory Ordinance 3.

SUBJECT

An Ordinance Of The City Of Laredo, Texas authorizing to amend Ordinance 2018-O-175, Article X, Local Preference Program, Of Chapter 2, Administration, Of The Code Of Ordinances To Set Forth The Guidelines For Granting A Local Preference In City Procurements; Providing That This Ordinance Shall Be Cumulative; Providing A Severability Clause; Providing For Publication; And Declaring An Effective Date (As Amended).

PREVIOUS COUNCIL ACTION

City Council on November 19, 2018.

BACKGROUND

This ordinance serves as an update to Ordinance 2018-O-175, Article X, Local Preference Program, of Chapter 2, Administration, of the Code of Ordinances, which was originally adopted by the Laredo City Council on November 19, 2018. The ordinance established the City of Laredo's framework for granting a preference to local businesses in city procurements, promoting local economic growth and job creation. This amendment aligns the City's procurement practices with changes enacted by the 89th Texas Legislature through Senate Bill No. 1173. Effective September 1, 2025, Section 3 of S.B. No. 1173 increases the municipal procurement expenditure threshold from \$50,000 to \$100,000. Consequently, municipalities must follow competitive procurement procedures under Subchapter B and Subchapter C of Chapter 252, use the reverse auction method under Section 2155.062(d) of the Government Code, or comply with an alternative method described in Chapter 2269 of the Government Code for contracts exceeding that amount. This amendment ensures that the City of Laredo remains compliant with state law while continuing to prioritize local vendor participation in public contracts.

COMMITTEE RECOMMENDATION

N/A

STAFF RECOMMENDATION

Approve and adopt the Amended and Final Reading of this Ordinance.

Fiscal Impact

Fiscal Year: 2026
Budgeted Y/N?:
Source of Funds:
Account #:
Change Order: Exceeds 25% Y/N:

FINANCIAL IMPACT:

No Fiscal Impact

ORDINANCE NO. 2025-O-

AN ORDINANCE OF THE CITY OF LAREDO, TEXAS, AMENDING ORDINANCE 2018-O-175, ARTICLE X, LOCAL PREFERENCE PROGRAM, OF CHAPTER 2, ADMINISTRATION, OF THE CODE OF ORDINANCES TO SET FORTH THE GUIDELINES FOR GRANTING A LOCAL PREFERENCE IN CITY PROCUREMENTS; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR PUBLICATION; AND DECLARING AN EFFECTIVE DATE (AS AMENDED).

WHEREAS, the City Council recognizes that programs that encourage businesses to locate within the incorporated limits of the City of Laredo (the "City") and to hire Laredo residents as employees are the foundation of a strong local economy; and

WHEREAS, the City Council finds that by using its spending powers to encourage local business capacity, the City will also increase the competitive business pool from which it procures its goods and services, thereby maximizing return on investment in the City's fiduciary responsibility to its citizens; and

WHEREAS, the City Council finds that, when awarding contracts, the principal place of business of a vendor is a relevant criterion in providing best value for the City; and

WHEREAS, the City Council finds that the award of contracts to local area businesses benefits the economic vitality of the City and its area residents by providing citizen employment opportunity, increased property values and additional tax revenue to the City; and

WHEREAS, Texas Local Government Code Sections 271.905 and 271.9051 allow for the City's consideration of location of a bidder's principal place of business when awarding certain contracts; and

WHEREAS, in the interest of economic development opportunities for the City of Laredo, the City's Purchasing Division has implemented a local business purchasing preference policy in order to infuse additional dollars into the local economy; and

WHEREAS, City Council determines that for any procurement award that applies to this Ordinance, local responsive and responsible bidders in specified contracting areas offer the City the best combination of contract price and additional economic development opportunities, including the employment of City residents and increased tax revenue to the City; and

WHEREAS, City Council finds these determinations and conclusions meet the written determination required by Texas Local Government Code Section 271.905 and 271.9051 in the award of certain City contracts; and

WHEREAS, the City Council desires to add Article X, Chapter 2, to the Laredo City Code to follow state law and the local business preference policy to create contracting preference for local businesses; and

WHEREAS, City Council finds these determinations and conclusions meet the written determination required by Texas Local Government Code Section 271.905 and 271.9051 in the award of certain City contracts; and

WHEREAS, the 89th Texas Legislature enacted Senate Bill No. 1173, which amends Section 252.021(a) of the Texas Local Government Code, relating to municipal procurement thresholds and procedures; and

WHEREAS, effective September 1, 2025, Section 3 of S.B. No. 1173 increases the expenditure threshold from \$50,000 to \$100,000, requiring municipalities to follow competitive procurement procedures under Subchapter B and Subchapter C of Chapter 252, use the reverse auction method under Section 2155.062(d), Government Code, or comply with a method described in Chapter 2269, Government Code, for contracts exceeding that amount;

WHEREAS, Pursuant to the authority granted under Article XI, Section 5 of the Texas Constitution and the City's Home Rule Charter, the City Council may, by ordinance, authorize the City Manager to increase or decrease established expenditure thresholds. Any such adjustments must be consistent with the City's adopted budgetary policies, applicable state and federal laws, and principles of sound financial management.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LAREDO, TEXAS THAT:

Section 1. City Council determines that the findings contained in the preamble of this Ordinance are true and correct, and hereby adopts these findings.

Section 2. The City of Laredo Code of Ordinances, Chapter 2, is hereby amended by adding a new Article entitled "Local Preference Program" to create a contracting preference for local businesses as follows:

Article X. - Local Preference Program Sec.

2-405. -Declaration of Policy.

- (a) It is the policy of the City of Laredo (the "City") to use its spending powers to promote fiscal responsibility and maximize the amount of resident tax dollars that remain in the local economy for the benefits of its citizens by utilizing all available legal opportunities to contract with local businesses.
- (b) It is the policy of the City of Laredo to afford a bidding preference to local businesses, unless prohibited by granting agencies, exempted by Federal or State Laws/Codes, Local

ordinances or City resolutions, or if doing so would be clearly disadvantageous to the City.

- (c) It is the policy of the city to achieve the policy goal in subsection (a) by utilizing a local business purchasing preference in the competitive processes of procuring goods and services.
- (d) Nothing in this article prohibits the city from rejecting all bids, as permitted by law.
- (e) Nothing in this article may be construed to require the city to enter into a contract with a bidder that is not a responsible bidder.
- (t) Except as provided by this Article IX, Local Preference Program, the City's procurement shall otherwise remain unchanged.

Sec. 2-406. - Definitions.

The following words and phrases, when used in this article, have the meanings provided in this section:

Bid means any procurement method governed by Texas Local Government Code, Title 8, Acquisition, Sale or Lease of Property, or as it may be amended.

Headquartered means the place where a business entity's officers direct, control and coordinate the entity's activities.

Joint venture means a collaboration of business entities, in response to a solicitation, which is manifested by a written agreement between two (2) or more independently owned and controlled business entities to form a third business entity solely for the purposes of undertaking distinct roles and responsibilities in the completion of a given contract. Under this business arrangement, each joint venture partner shares in the management of the joint venture and also shares in the profits or losses of the joint venture enterprise commensurately with its contribution to the venture.

Local business means a business with a principal place of business within the city limits.

Managing department means the department managing the procurement for a contract.

PDFD means the purchasing division of the city's finance department, or successor division or department with primary responsibility for procurement.

Principal place of business means (1) a business headquartered for one year or more in the incorporated limits of the city; or (2) a business having an established place or places of business in the incorporated limits of the city from which at least one hundred (100) of its employees or at least twenty (20) percent of its total number of full-time, part-time and contract employees are regularly based, and from which a substantial role in the business ' performance of a commercially useful function or a substantial part of its operations is conducted by those employees. A location utilized solely as a post office box, mail drop or telephone message center or any similar combination, with no other substantial work function, is not a principal place of business.

Sec. 2-407. - Purchases of personal property that is not affixed to real property.

(a) ~~[Contracts of fifty thousand dollars (\$50,000.00) to under five hundred thousand dollars (\$500,000.00). In purchasing any personal property that is not affixed to real property, if the city receives one (1) or more bids from a bidder that is a local business and whose bid is within five (5) percent of the lowest bid price received by the city from a bidder who is not a local business, the city shall enter into a contract that requires an expenditure of fifty thousand dollars (\$50,000.00) to under five hundred thousand dollars (\$500,000.00) with the bidder that is a local business.]~~

(a) Contracts of one hundred thousand dollars (\$100,000.00) to under five hundred thousand dollars (\$500,000.00). In purchasing any personal property that is not affixed to real property, if the city receives one (1) or more bids from a bidder that is a local business and whose bid is within five (5) percent of the lowest bid price received by the city from a bidder who is not a local business, the city shall enter into a contract that requires an expenditure of one hundred thousand dollars (\$100,000.00) to under five hundred thousand dollars (\$500,000.00) with the bidder that is a local business.

(b) Contracts of five hundred thousand dollars (\$500,000.00) or more. In purchasing any personal property that is not affixed to real property, if the city receives one (1) or more bids from a bidder that is a local business and whose bid is within three (3) percent of the lowest bid price received by the city from a bidder who is not a local business, the city shall enter into a contract that requires an expenditure of five hundred thousand dollars (\$500,000.00) or more with the bidder that is a local business.

(c) When a bidder is a joint venture, each joint venture partner must meet the definition of a local business to be eligible for the preference described in that section.

Sec. 2-408. - Purchases of non-professional services.

(a) ~~[Non professional services contracts of fifty thousand dollars (\$50,000.00) to under five hundred thousand dollars (\$500,000.00). In procuring non professional services, excluding construction services, if the city receives one (1) or more bids from a bidder that is a local business and whose bid is within five (5) percent of the lowest bid price received by the city from a bidder who is not a local business, the city shall enter into a contract that requires an expenditure of fifty thousand dollars (\$50,000.00) to under five hundred thousand dollars (\$500,000.00) with the bidder that is a local business.]~~

(a) Non-professional services contracts of one hundred thousand dollars (\$100,000.00) to under five hundred thousand dollars (\$500,000.00). In procuring non-professional services, excluding construction services, if the city receives one (1) or more bids from a bidder that is a local business and whose bid is within five (5) percent of the lowest bid price received by the city from a bidder who is not a local business, the city shall enter into a contract that requires an expenditure of one hundred thousand dollars (\$100,000.00) to under five hundred thousand dollars (\$500,000.00) with the bidder that is a local business.

~~(b) [Construction services contracts of fifty thousand dollars (\$50,000.00) to under one hundred thousand dollars (\$100,000.00). In procuring non-professional construction services, if the city receives one (1) or more bids from a bidder that is a local business and whose bid is within five (5) percent of the lowest bid price received by the city from a bidder who is not a local business, the city shall enter into a contract that requires an expenditure of fifty thousand dollars (\$50,000.00) to under one hundred thousand dollars (\$100,000.00) with the bidder that is a local business.]~~

(b) Construction services contracts of one hundred thousand dollars (\$100,000.00) to under two hundred thousand dollars (\$200,000.00). In procuring non-professional construction services, if the city receives one (1) or more bids from a bidder that is a local business and whose bid is within five (5) percent of the lowest bid price received by the city from a bidder who is not a local business, the city shall enter into a contract that requires an expenditure of one hundred thousand dollars (\$100,000.00) to under two hundred thousand dollars (\$200,000.00) with the bidder that is a local business.

(c) When a bidder is a joint venture, each joint venture partner must meet the definition of a local business to be eligible for the preference described in that section.

Sec. 2-409. - Purchases of professional services.

(a) In procuring professional services under the Professional Services Procurement Act, Section 2254.004, Texas Government Code, the managing department may, when appropriate, award up to twenty (20) points to a respondent based upon knowledge of, and experience regarding local conditions as part of the qualifications determination.

(b) In procuring professional services not governed by statute, the managing department may, when appropriate, award ten (10) points to a respondent that is a local business headquartered within the incorporated limits of the city, or five (5) points to a respondent that is a local business not headquartered within the incorporated limits of the city.

(c) For respondents submitting responses as a joint venture to solicitations for professional services not governed by statute, the following is applicable:

a. For joint ventures, ownership and location of the individual entities entering into the joint venture relationship may be considered in the award of points. To be considered for points, at least one of the entities must be a local business; and

b. Allocation of points for joint ventures may be determined by the percentage of ownership by a local business(es). If the local business entity(ies) is (are) headquartered within the incorporated limits of the city for one year or more, the managing department may, when appropriate, allocate a percentage of ten (10) points based upon the percentage of local

business ownership in the joint venture. If the local business entity(ies) is (are) not headquartered within the incorporated limits of the city for one year or more, the managing department may, when appropriate, allocate a percentage of five (5) points based on the percentage of local business ownership in the joint venture.

~~{Sec. 2-410. - Purchases under \$50,000.00.}~~

Sec. 2-410. - Purchases under \$50,000.00.

~~{Subject to Texas Government Code Section 2254.004, when procuring goods or services valued at less than fifty thousand dollars (\$50,000.00) that are not subject to a blanket purchase order or contract, the city shall select vendors and service providers with a principal place of business within the city, provided that any such vendor's bid is no more than five (5) percent greater than the lowest bid, in the event the lowest bid is from one other than a local business.}~~

Subject to Texas Government Code Section 2254.004, when procuring goods or services valued at less than one hundred thousand dollars (\$100,000.00) that are not subject to a blanket purchase order or contract, the city shall select vendors and service providers with a principal place of business within the city, provided that any such vendor's bid is no more than five (5) percent greater than the lowest bid, in the event the lowest bid is from one other than a local business.

Sec. 2-411. - Responsibilities and Enforcement.

- (a) The PDFD shall be responsible for establishing the documentation necessary to establish a principal place of business in the city. Any entity claiming to be a local business shall submit to the city a form promulgated by the PDFD, attested to by a duly authorized representative of the business. The PDFD shall make the final determination as to whether a business is a local business.
- (b) The PDFD is directed to provide written guidance to departments upon implementation of this article and shall provide interpretative guidance and criteria related to joint ventures seeking preferences under this program to ensure uniform application that meets the intent of this article.
- (c) The submission of documentation by a business entity that is required to establish a principal place of business, or to demonstrate the existence of and participation in a joint venture, that is found to contain false information is grounds for debarment under section 2.11 of the Laredo Code of Ordinances.
- (d) The PDFD shall produce annual reports, summarizing the dollar amount of procurements awarded to local businesses under this program.
- (e) Successor authority. The departmental roles and responsibilities established by this article are extended to any successor department or division that performs comparable duties, in the event of an organizational restructuring or the creation of new or changed departments or

divisions, or as otherwise provided by the City Manager.

Sec. 2-412. - Exceptions.

- (a) This program does not apply to any contract funded in whole or in part by the federal government or where the city acts as a conduit for federal money.
- (b) This program does not apply to contracts where the managing department or city council has determined that it would not be in the best interest of the city.
- (c) This program does not apply to contracts for federal or state lobbying services.
- (d) This program does not apply to purchases made through a purchasing cooperative program.
- (e) In accordance with Local Government Code, Section 271.0951, this program does not apply to the purchase of telecommunications services or information services, as those terms are defined by 47 U.S.C.A. Section 153.

Section 3. This ordinance shall be cumulative of all provisions of ordinances of the City of Laredo, Texas, except where the provisions of this ordinance are in direct conflict with the provisions of such ordinances, in which event the conflicting provisions of such ordinances are hereby repealed.

Section 4. It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs and sections of this ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this ordinance, since the same would have been enacted by the City Council without the incorporation in this ordinance of any such unconstitutional phrase, clause, sentence, paragraph or section.

Section 5. The City Secretary of the City of Laredo is hereby directed to publish the proposed Ordinance as required by Section 2.09 of the Charter of the City of Laredo.

Section 6. The publishers of the City Code of Laredo, Texas are authorized to amend said code to reflect the changes adopted herein and to correct typographical errors and to index, format and number paragraphs to conform to the existing code.

Section 7. This Ordinance shall become effective immediately upon passage

**PASSED BY THE CITY COUNCIL AND APPROVED BY THE MAYOR ON THIS
_____ DAY OF _____ 2025**

**DR. VICTOR D TREVINO
MAYOR**

ATTESTED:

**MARIO I. MALDONADO JR.
CITY SECRETARY**

**APPROVED AS TO FORM:
DOAH T. NGUYEN, CITY ATTORNEY**

**AMBER HOLMES
ASSITANT CITY ATTORNEY**

City of Laredo

City Council - Supplemental Agenda

Meeting Date: 10/20/2025

Introductory Ordinance 4.

SUBJECT

An ordinance of the city of Laredo, Texas, amending ordinance no. 2025-O-065 to revise the description of the authorized use of funds related to the State Infrastructure Bank (SIB) loan, providing for severability, and providing an effective date.

VIVA LAREDO PLAN ALIGNMENT

Alignment Rating:

Supporting goal(s)/policy(ies):

Summary of alignment:

PREVIOUS COUNCIL ACTION

On May 5, 2025, City Council approved Ordinance 2025-O-71, authorizing the City Manager to amend the City of Laredo FY2025 Capital Improvement Fund to accept and appropriate revenues in the amount of \$8,500,000.00 for the State Infrastructure Bank Loan Agreement for the West Laredo Multimodal Trade Corridor - Phase II and Phase III. Funding will be allocated in the Capital Improvement Fund. Providing that this ordinance shall be cumulative; providing a severability clause; providing for publication; and declaring an effective date.

On April 22, 2025, City Council approved Ordinance 2025-O-065, approving and authorizing the execution of a State Infrastructure Bank loan agreement; approving the levy of a tax for payment thereof; and approving certain matters related thereto.

On April 7, 2025, City Council approved Resolution 2025-R-95, authorizing the amendments, revisions, and completion, and filing of an application for financial assistance from the State Infrastructure Bank in the amount of eight million five hundred thousand dollars and zero cents (\$8,500,000.00); Authorizing City Manager to act on behalf of the City of Laredo in all matters relating to the participation, including the negotiation and execution of any resultant State Infrastructure Bank Loan Agreement; Authorizing City Manager to revise and amend such application, to request that the type of issuance be a "Direct Loan" under Section 222.0745 of the Texas Transportation Code, as amended.

BACKGROUND

The City of Laredo is authorized to seek and obtain a State Infrastructure Bank loan in the amount of Eight Million Five Hundred Thousand Dollars (\$8,500,000.00) to finance the City's non-federal and non-state participation costs, including any necessary overruns, for the West Laredo Multimodal Trade Corridor - Phase II and Phase III projects collectively, and to pledge ad valorem tax revenues or other legally available funds for repayment of said loan.

COMMITTEE RECOMMENDATION

N/A

STAFF RECOMMENDATION

Approval of this motion.

Fiscal Impact

Fiscal Year:

Budgeted Y/N?:

Source of Funds:

Account #:

Change Order: Exceeds 25% Y/N:

FINANCIAL IMPACT:

There is no financial impact at this time.

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF LAREDO, TEXAS, AMENDING ORDINANCE NO. 2025-O-065 TO REVISE THE DESCRIPTION OF THE AUTHORIZED USE OF FUNDS RELATED TO THE STATE INFRASTRUCTURE BANK (SIB) LOAN, PROVIDING FOR SEVERABILITY, AND PROVIDING AN EFFECTIVE DATE.

THE STATE OF TEXAS
COUNTY OF WEBB
CITY OF LAREDO

WHEREAS, on April 22, 2025, the City Council passed Ordinance No. 2025-O-065 approving and authorizing the execution of a State Infrastructure Bank (SIB) Loan Agreement in the amount of Eight Million Five Hundred Thousand Dollars (\$8,500,000.00) for the City’s participation in the West Laredo Multimodal Trade Corridor projects, including Phase II (Flecha/Las Cruces Realignment) and Phase III (Calton Grade Separation); and

WHEREAS, the City Council now desires to amend Ordinance No. 2025-O-065 to clarify that the entire \$8,500,000.00 SIB loan is allocated collectively for these projects, without any internal breakdown of amounts;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LAREDO, TEXAS:

Section 1. Amendment

The second paragraph of Ordinance No. 2025-O-065 is hereby amended to read as follows:

“The City of Laredo is authorized to borrow Eight Million Five Hundred Thousand Dollars (\$8,500,000.00) from the State Infrastructure Bank to fund the City’s non-federal and non-state participation costs, including any necessary overruns, for the West Laredo Multimodal Trade Corridor – Phase II and Phase III projects collectively, and to levy an ad valorem tax for repayment of the loan.”

All other provisions of Ordinance No. 2025-O-065 remain in full force and effect.

Section 2. Severability

If any part of this ordinance is held invalid, the remainder shall remain in effect.

Section 3. Effective Date

This ordinance shall become effective immediately upon its passage and approval.

(SIGNATURE PAGE FOLLOWS)

PASSED BY THE CITY COUNCIL AND APPROVED BY THE MAYOR on this ____ day of _____, 2025.

BY: _

DR. VICTOR D. TREVIÑO,
MAYOR

ATTEST:

MARIO I. MALDONADO, JR.,
CITY SECRETARY

APPROVED AS TO FORM:

DOANH “ZONE” T. NGUYEN,
CITY ATTORNEY

STATE OF TEXAS §

COUNTY OF TRAVIS §

**STATE INFRASTRUCTURE BANK (SIB)
LOAN AGREEMENT
AMENDMENT NO. 1**

THIS AMENDMENT NO. 1 TO STATE INFRASTRUCTURE BANK (SIB) LOAN AGREEMENT (Amendment), is entered into by and between the State of Texas, acting through the Texas Department of Transportation (Department), and the City of Laredo, acting by and through its duly authorized officials (Borrower).

WITNESSETH

WHEREAS, the Department and the Borrower entered into a SIB Loan Agreement (Agreement), dated as of May 9, 2025, evidencing a \$8,500,000 loan (SIB Loan) to finance the actual costs of the Borrower's portion of the Project, all as further described in the Agreement; and

WHEREAS, Article 10 of the Agreement permits the amendment thereof through a written amendment executed by both the Department and the Borrower; and

WHEREAS, the Department and the Borrower desire to amend the Agreement as provided herein to modify Exhibit C of the Agreement; and

WHEREAS, the Department and the Borrower desire to amend the Agreement as provided herein to modify the document loan number in the header and execution page; and

NOW THEREFORE, in consideration of the premises and of the mutual covenants and agreements of the parties, the Department and the Borrower do agree as follows:

A G R E E M E N T

1. **The Document Header** of the Agreement is deleted in its entirety and replaced with the following:

SIB #S2025-007-06
City of Laredo - (Laredo District)
CSJ #0922-33-093, 0922-33-076

2. **Execution Page** of the Agreement is hereby amended to reflect the correct loan number SIB #S2025-007-06-01, in place of the previously stated loan number SIB #S2025-007-01-01. All other content of the Execution Page remains unchanged.
3. **Exhibit C, Borrower's Resolution Authorizing Loan Agreement**, of the Agreement is deleted in its entirety and replaced by Exhibit C-1, contained herein, to reflect the change in how the Borrower intends to allocate the SIB funds among the projects.

4. Except as set forth in this Amendment, the Agreement is unaffected and shall continue in full force and effect in accordance with its terms. If there is conflict between this Amendment and the Agreement, the terms of this Amendment will prevail.
5. Each signatory warrants that the signatory has necessary authority to execute this Amendment on behalf of the entity represented.

IN WITNESS WHEREOF, the Department and the Borrower have executed this Amendment by duplicate counterparts on the dates shown below, effective as of the date of the later signature.

CITY OF LAREDO

Joseph Neeb
City Manager

Date

TEXAS DEPARTMENT OF TRANSPORTATION

Benjamin H. Asher
Director, Project Finance and Toll Operations Division
Texas Department of Transportation

Date

City of Laredo

City Council - Supplemental Agenda

Meeting Date: 10/20/2025

Consent Agenda 1.

SUBJECT

Authorizing the City Manager to amend contract FY24-100 for Beverage Services to Coca Cola Southwest Beverages LLC, Dallas, Tx. for the Detoxification Department. This amendment reflects a 41% contract increase, with annual cost of \$125,419.00 including a 5% increase in product cost for subsequent year. The term of this contract shall remain for a period of two years. This amendment applies to the second year of the contract year commencing on October 1, 2025, and ending on October 31, 2026. This contract may be extended for one (1) additional two (2) year periods, upon mutual agreement of the parties. Funding for this contract is available in the Detoxification budget.

VIVA LAREDO PLAN ALIGNMENT

Alignment Rating:

- Strong - Directly supports or fulfills a clearly stated and verbatim goal or policy from the Viva Laredo Comprehensive Plan.
- Moderate - Indirectly supports or contributes to the intent of a verbatim goal or policy.
- Weak/None - Lacks identifiable alignment or conflicts with existing verbatim goals or policies.

I assess this agenda item as **Moderate** alignment.

Supporting Goal(s)/Policy(ies):

While the item is not about physical development, transportation, or land use, it does implicate health, service delivery, and municipal operations. In that respect, the most relevant sections of Viva Laredo are those relating to **health / wellness / public services** as well as **economic / fiscal sustainability / municipal capacity**. However, the Viva Laredo plan does not emphasize detailed procurement or departmental contracts in its goals, so the alignment is indirect.

Because no explicit procurement or departmental contracting policy could be located in Viva Laredo, the linkage remains general.

They do not seem to have a policy like *“the city will procure health-related goods in a cost-efficient manner”* or *“municipal departments should ensure continuity of health service contracts”* verbatim.

Thus:

- The agenda item supports the *vision* of improving health (by sustaining the operational capacity of the Detoxification Department).
- The agenda item implicates issues of affordability / fiscal responsibility, which is consistent

with the plan's tone of balancing quality services with financial constraints.

- But the plan lacks a direct, explicit policy clause to which this contract amendment "checks the box."

Given that, the strongest connection is indirect.

Because only the vision / broad statements align, but not specific operative policies, "Moderate" is appropriate.

Summary of Alignment:

This agenda item (authorizing a substantial increase in the beverage services contract for the Detoxification Department) partially supports the broader vision goals of **health improvement** and **quality of life / affordability** in the Viva Laredo Comprehensive Plan. It helps ensure that a critical health or treatment service (detox) can continue uninterrupted, which is a necessary condition for improved public health outcomes. On the fiscal side, careful contract management is essential to maintain affordability of municipal services.

However, the alignment is **indirect**, because the plan does **not** appear to contain a **verbatim policy or goal** about municipal procurement, departmental contracts, or internal service agreements. The connection is through the plan's overarching health and quality-of-life aims, rather than discrete implementation policies.

The "Moderate" rating is justified because the agenda item does advance the city's capacity to deliver health services, but does not clearly *fulfill* a specific plan directive. It also intersects with themes of **public health, sustainability, and municipal capacity**. A more compelling alignment would exist if the plan included policies about ensuring continuity of health services, cost controls in public contracts, or resource efficiency in departmental operations.

PREVIOUS COUNCIL ACTION

N/A

BACKGROUND

The City of Laredo went out on formal Request for Proposal FY24-100 for Beverage Services for the Detoxification Department/Roots Recovery Center, sole bidder was Coca Cola Southwest Beverages LLC, Dallas, Tx. Proposal was evaluated by a selection committee. A recommendation was presented to award this contract to them.

The term of this contract shall be for a period of two years. This contract may be extended for one (1) additional two (2) year periods, upon mutual agreement of the parties, currently in the first year of the first two-year term.

The detoxification requires a variety of drinks for the patient consumption including but not limited to regular and diet. Carbonated drinks, mineral water to help with nausea, teas, electrolyte drinks, juice, protein shakes to supplement nutrition, and waters. The center is a 24 bed, 24/7 facility providing medically managed detoxification and crisis stabilization services to individuals experiencing substance use disorders. During their time as a vendor with the center they have expedited any orders when needed; in addition, during the water boil notice vendor ensured the center had the necessary waters to meet the center's need. Please note that the center submits a weekly order based on center's census, utilizing current and scheduled admissions and anticipated discharges.

Necessary adjustments to orders are driven by mentioned census. The contract amount is based on full capacity. Breakdown of beverages can be found in the supplier response attachment.

COMMITTEE RECOMMENDATION

N/A

STAFF RECOMMENDATION

Staff recommends award to sole bidder as vendor has accommodated the needs of the center during FY 25 with no issues encountered. Vendor has been very accommodating to the day to day needs of the center.

Fiscal Impact

Fiscal Year:	FY26
Budgeted Y/N?:	Y
Source of Funds:	Detoxification Department
Account #:	274 7410 542 3620
Change Order: Exceeds 25% Y/N:	Y

FINANCIAL IMPACT:

Beverage services will not exceed a total of cost \$125,419.00 including a 5% increase in product cost for subsequent year to provide all necessary beverages for the detoxification department. Breakdown of beverages can be found in the supplier response attachment.



CITY OF LAREDO
TEXAS



ARCA CONTINENTAL

Coca-Cola SOUTHWEST
BEVERAGES

INTRODUCTION

Coca-Cola Southwest Beverages is excited at the opportunity to share with you our team's commitment to The *City of Laredo Detoxification Center*. We trust that our proposal will clearly demonstrate our ability to meet the needs of all City of Laredo stakeholders, most importantly, your patients, staff, and guests.

As we hope this response clearly demonstrates we have the category knowledge, the products, and the team of experts that can help your beverage business thrive. All of this makes Coca-Cola Southwest Beverages the right partner for your beverage needs.

Coca-Cola Southwest Beverages as a whole, and the team of people that will support your institution, are passionate about the power of health care and its importance in assisting our local communities. You can be assured that we bring the full resources of Coca-Cola Southwest Beverages to bear in support of your institution.

We welcome feedback so that we can build the best possible partnership with the City of Laredo Detoxification Center. If you have any questions about our offer or if there is any additional information that we can provide to support your decision-making process, please don't hesitate to contact us.



Aubrey Perez

Account Executive I

Coca Cola Southwest Beverages

Phone: 346-242-2880

Email: Aubrey.perez@cocacolaswb.com



CITY OF LAREDO
TEXAS



ARCA CONTINENTAL
Coca-Cola SOUTHWEST
BEVERAGES

Coca-Cola Is a Total Beverage Company That Meets the Evolving Needs of Your Consumers'

No/Low Calorie

LESS THAN 40 CALORIES/SERVING



CARBONATED



TEA & COFFEE



HYDRATION



ENERGY



JUICE



PROTEIN



Regular Calorie

GREATER THAN 40 CALORIES/SERVING



We Provide Hydration Options for Every Consumer

DISCOMFORT
+ RECOVERY

SPORTS HYDRATION
+ PERFORMANCE

HEALTH-
CONSCIOUS
ACTIVE HYDRATION

EVERYDAY
HYDRATION



HYDRATION INTENSITY SPECTRUM

Anyone needing
rapid rehydration

Value-driven
performance
seekers

Full-calorie
performance
seekers

Low-calorie
functional
flavor
seekers

“Zero at all
costs” health-
conscious
performance
seekers

Active Lifestyle,
Image
Conscious,
Health Seekers

Providing the City of Laredo Detoxification Center with Best-In-Class service

Mechanical service 24 hours a day, 7 days a week

48-hour response time
Monday – Friday for all service calls received prior to 4:00 PM



Fixed It Right the First Visit - technicians fix the issue and have the right parts over 97% of the time for coolers and vendors.

Cooler/Vending Equipment Service

Phone: 1-844-561-2653

Website: www.cokeservice.com



Network Supported by World Class Customer Communications Center

- 700 dedicated associates
- State-of-the-art communication system and call close-out procedure
- Phone Fix and small parts programs

MyCoke enables easy communications

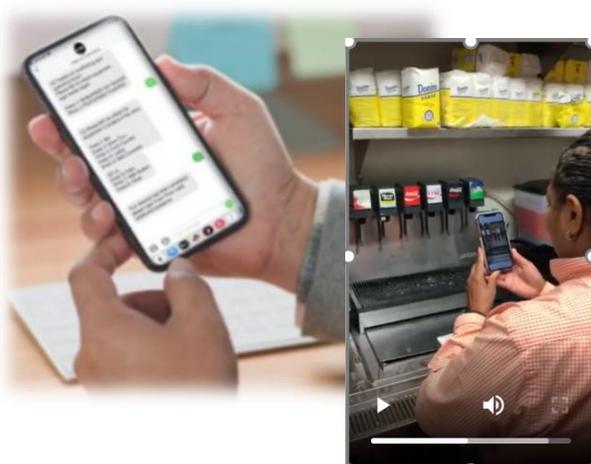
Crew members can easily contact us to request repair service, small parts, view cases, update store info and more



Phone Call

1-800-241-2653

24 hours / 365 days



Two-Way Service Texting Video Chat w/ MyCoke Tech

1-800-241-2653

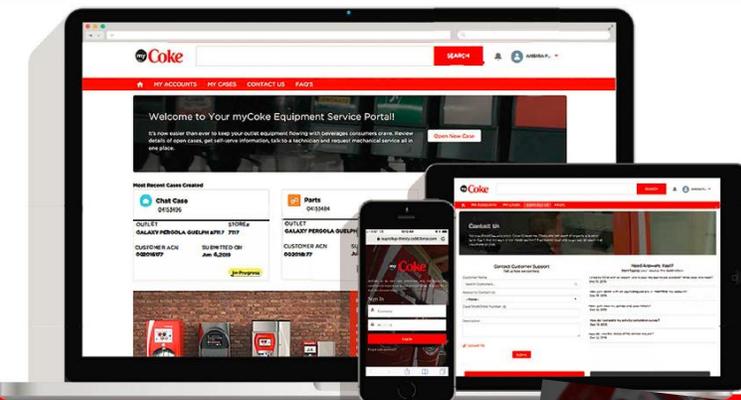
24 hours / 365 days



Email

beverageservices@coca-cola.com

Monitored 7am-1am, 365 days



mycoke.com/ESPortal

24 hours / 365 days
Live Support 7am – 11pm



Dedicated sales and service support



SALES DEVELOPMENT MANAGER

- 🔧 The Sales Development Manager is the primary contact for the venue..
- 🔧 The responsibilities of the Sales Development Manager is to review inventory levels, sales history, and suggest new innovation for beverage sales along with point-of-sale execution.
- 🔧 The Coca-Cola Sales Development Manager is also responsible for reviewing product age code, ensuring all product is at its optimal quality and merchandising backstock.
- 🔧 All Sales Development Managers are equipped with a Tablet. This selling system allows for Account Managers to view selling history with unit managers and allows access to sales aids and product information.

DELIVERY DRIVER

- 🔧 Deliveries occur the 48 hours (2 business days) after order placement to a designated storage area at each location.
- 🔧 The driver is responsible for ensuring delivery accuracy, completion of invoice procedure, product rotation and keeping the stockroom organized.
- 🔧 The Driver is also responsible for picking up empty crates, shells, pallets, empty CO2 tanks and merchandise returns.
- 🔧 Our Trucks are scheduled weekly/bi-weekly/monthly depending on needed delivery frequency.





CITY OF LAREDO
TEXAS



ARCACONTINENTAL
Coca-Cola SOUTHWEST
BEVERAGES

Financial Proposal



Today is your opportunity
to build the
tomorrow you want.

Bottle Pricing Schedule and Rebates for Direct Delivery

Package	Price per Std Phy case (24 units)	Rebate per Std Phy Case (24 units)
10 oz PET - Minute Maid Juice	\$ 23.61	
20 oz PET - Carbonated Soft Drinks	\$ 36.99	\$ 2.00
20 oz PET - Smartwater	\$ 35.40	\$ 1.00
20 oz PET - Dasani	\$ 24.58	\$ 2.00
20 oz PET - Powerade	\$ 30.71	\$ 2.00
16 oz PET - BodyArmor (24 units)	\$ 41.00	
15.5 oz PET - Topo Chico	\$ 30.85	
18.5 oz PET - Gold Peak (24 units)	\$ 40.26	

** Gold Peak ad BodyArmor Packages come as 12-packs, please note pricing on page is built for 24 units (2 cases).

- Initial pricing above will remain in affect for Agreement Year One. Thereafter pricing will be subject to no more than a 5% annual price increase over previous Agreement Year's Price. All prices are per standard physical case and exclusive of taxes, deposits, handling fees, and recycling fees.
- Rebates shall be paid quarterly, in arrears, within sixty (60) days after the end of the applicable Agreement Year in which the Rebate was earned and will be based on Bottler's case sales records.

OUR COMMITMENT TO YOU

Support Value Offered to The City of Laredo Detoxification Center

Sponsorship Funding

- ✓ In exchange for the rights granted to Coca-Cola Southwest Beverage and in order to advance the rehabilitation mission of the City, Coca-Cola Southwest Beverages will offer an annual sponsorship of \$8,000 over a 2-year term (\$4,000 annually).

Activation Support

- ✓ Coca-Cola Southwest Beverages will provide up to **\$500 value in agreement years 1-2 in Marketing support for in-outlet activation. Totaling \$1,000 for the entire term.**

Rebates

- ✓ Coca-Cola Southwest Beverages will pay the following **rebates** on purchased product:
 - **\$2.00 per case on 20 oz Carbonated Soft Drinks, 20oz Dasani and 20oz Powerade. \$1.00 per case on 20oz Smartwater standard physical cases (24 units) purchased from CCSWB.**

Donated Product

- ✓ Coca-Cola Southwest Beverages will provide up to **\$500 per agreement year in complimentary product, totaling \$1,000 for the entire term** where needed. (Not intended for resale)

This offer is contingent on Bottle availability only in the outlet

FINANCIAL SUMMARY



Proposal Term: 2 year (Exclusive)

Considerations:

• Projected Annual DSD Rebates ^{3,4}	\$3,225.00
• Sponsorship	\$8,000.00
• Marketing Support ^{1,2}	\$1,000.00
• <u>Donated Product</u>	<u>\$1,000.00</u>

* Rebates are projected calculations only. Actual numbers will be based on volume performance.

Total estimated financial value over 2 Year Term: \$13,225

For discussion purposes only. This offer does not create a binding offer. Further details will be outlined in the draft agreement.

- 1 Funds are held by Sponsor and spent on mutually agreed initiatives in applicable year
- 2 Value Added Elements offered for life of agreement or for as long as available. Contract will not show dollar value.
- 3 Estimated value based on usage and historical volume.
- 4 Bottle/Can Rebate to be paid annually on all bottle/can cases purchased directly from Coca-Cola Southwest Beverages.

At Coca-Cola Southwest Beverages, we work every day to earn the respect and trust of our customers, our consumers, and our communities. Each day, millions of consumers purchase our beverages... an act of simple refreshment shared by people around the world. Our job is to ensure that you have a quality product, and that you can believe in the company that brought it to you.

Coca-Cola has taken the lead in creating successful models of ideal partnerships. Ideal partnerships include attributes such as, personal attention, creative marketing, and developing and executing programs of high quality and effectiveness. Our continuing relationships will always be modeled on these standards.

Our mission at Coca-Cola Southwest Beverages is to provide your patients with the chance for a brighter, healthier, and more promising future through our involvement.

Thank you for your time and for the opportunity to submit this proposal.

By potentially offering aggressive pricing, providing funding and donations for you, we hope a detailed proposal following the issuance of the RFP allows us the opportunity to gain your business, your friendship, and be your valued partner.

Sincerely,

Aubrey Perez, Account Executive I – Food Service On Premise

Coca-Cola Southwest Beverages

Cell: 346-242-2880

Email: Aubrey.perez@cocacolaswb.com



Proposal Highlights

- This proposal is based on beverage exclusivity at the City of Laredo Detoxification Center.
- Proposal is for a 2-year initial term, thereafter financials will be revisited annually for potential 2-year extensions.
- This proposal does not create a binding offer. Further details would be outlined in a draft agreement. If selected as the winning bidder, CCSWB anticipates utilizing its standard contract as a starting point to engage in good faith negotiations for a final contract. To the extent any provision contained in the solicitation and related bid documents is not explicitly and individually addressed and accepted by CCSWB in this response.
- Donated cases will be comprised of 12 oz. soft drinks and 16.9 oz Dasani water, delivered to a main location, in no less than 50 case increments



CITY OF LAREDO
TEXAS



ARCA CONTINENTAL
Coca-Cola SOUTHWEST
BEVERAGES

THANK YOU

Criteria	Points	Score	Comments (highlights)
Capability to perform all of the services required on the scope of work services	30	30	Vendor is always available for customer service, no incident has been reported.
Past experience comparable to the proposed scope of services	20	20	Delivery and service are always on time.
Reputation for personal and professional integrity and competence	20	20	Every employee had respect for our client and they are professional and respectful.
Professional background	10	10	They were in a professional standard.
Current workload	10	10	Dynara has been met
Pricing	10	10	Fair pricing and competitive product.

Coca Cola Southwest Beverages LLC

100

10

0

Sally Bidder

SM

INITIALS

TOTAL

Criteria	Points	Score	
		Score	Comments (highlights)
Capability to perform all of the services required on the scope of work services	30	30	Vendor ANSWER, performs and delivers services with no reported issue
Past experience comparable to the proposed scope of services	20	20	Service has been done on a timely and efficient matter.
Reputation for personal and professional integrity and competence	20	20	Great services and employees are all very professional
Professional background	10	10	Vendor and service up to professional standard.
Current workload	10	10	workload and demand have been met.
Pricing	10	10	Company provide fair pricing and of competitive product.

TOTAL 100 100 0

→ only bidder

INITIALS

gpc

Criteria	Points	Score	Comments (highlights)
Capability to perform all of the services required on the scope of work services	30	30	Previous exp. w/ vendor we have had no issues, they accommodate to our needs.
Past experience comparable to the proposed scope of services	20	20	Great services provided. Great prices for.
Reputation for personal and professional integrity and competence	20	20	Great customer service, person professional and on time.
Professional background	10	10	Reliable company team
Current workload	10	10	Have been to meet our needs so far.
Pricing	10	10	Company provides best pricing and town when previous inquired to other vendors.

100 100.0

Sum

enley bidder.



RECOMMENDATION PANEL Rating Tabulation

Tabulation by: Tania Herrera

Evaluation Criteria	MAXIMUM RATING *	Firms Listed in Alphabetical Order			
		<u>Coca Cola Southwest Beverages, LLC.</u>			
Capability to perform all of the services required on the scope of work services	90	90			
Past experience comparable to the proposed scope of services	60	60			
Reputation for personal and professional integrity and competence	60	60			
Professional background	30	30			
Current workload	30	30			
Pricing	30	30			
TOTAL POINTS	300	300			

Solicitation Open Date: 07/29/2024

Solicitation Close Date: 09/20/2024

Panel Recommendation: Select

Coca Cola Southwest Beverages, LLC.

Comments: NA



FY24-100 Addendum 2

Coca Cola Southwest Beverages LLC

Supplier Response

Event Information

Number: FY24-100 Addendum 2
Title: Beverage Services - Detoxification Center /Roots Recovery Center.
Type: Request For Proposal
Issue Date: 7/29/2024
Deadline: 9/20/2024 05:00 PM (CT)
Notes: Bidders are strongly encouraged to submit their bids electronically through use of Cit-E-Bid or in person - hand delivery. Mailed Proposals (i.e. USPS, FedEx, UPS), telegraphic, emails or facsimile proposals will not be considered.

Bids can be hand delivered to City Secretary Office, 1110 Houston St., 3rd. Floor, Laredo, Texas 78040 or submitted through Cit-E-Bid system until 5:00 P.M. on September 20, 2024 and all submitted bids received will be opened and publicly acknowledged at 10:00 A.M. on September 23, 2024.

The City of Laredo has established a local vendor preference ordinance 2018-O-175. All informal and formal Requests for bids for

contracts will be evaluated with a 5% preference for local vendors.

Contact Information

Contact: Viviana Martinez
Address: Detoxification Center
1300 Chicago
Laredo, TX 78040
Phone: (956) 6792826
Email: svmartinez@ci.laredo.tx.us

Coca Cola Southwest Beverages LLC Information

Address: 5420 LBJ Freeway
Dallas, TX 75240
Phone: (346) 242-2880

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

Aubrey Perez
Signature

Aubrey.perez@cocacolaswb.com
Email

Submitted at 9/20/2024 09:25:15 AM (CT)

Requested Attachments

Conflict of Interest Form

Conflict of Interest Questionnaire-
Revised 1-1-2021 Signed.pdf

Vendor needs to address if there is a conflict of interest or not, CIQ form has to be submitted with your response.

Non-Collusive Affidavit Form

Xerox Scan_09192024141727.pdf

This form must be notarized and submitted with your response.

Certificate of Interested Parties

City of Laredo 1295 form -
signed.pdf

Form 1295 is to be submitted upon award of bid.

Proposal

City of Laredo Roots Recovery
Proposal.pdf

A proposal must be submitted based on the Submittal requirements section 1.0 PROPOSAL SUBMITTAL.

Response Attachments

City of Laredo-RFP Exceptions.pdf

Exceptions to RFP

Bid Attributes

1 Addendum #2

To all Interested Vendors, please note the following modifications to the Bid:

Event Details :
Bid Information
Close Date & Time 09/20/24 5:00:00 PM (CT)

BID LINE ITEM 1 Bids can be hand delivered to City Secretary Office, 1110 Houston St., 3rd. Floor, Laredo, Texas 78040 or submitted through Cit-E-Bid system until 5:00 P.M. on September 20, 2024 and all submitted proposals received will be opened and publicly acknowledged at 10:00 A.M. on September 23, 2024.

I acknowledge this Addendum #2

2 Attribute deleted as part of an Addendum

3 Award by Best Value

Proposal will be awarded based on evaluated criteria and to the bidder who provides the best value to the City of Laredo and who's proposed price and other factors have been considered in accordance to the provisions of Chapters 252 and 271 of the State of Texas – Local Government Code.

I agree

4 Terms and Conditions Request for Proposals

TERMS AND CONDITIONS OF INVITATIONS FOR PROPOSALS These Terms and Conditions are considered standard language for all City of Laredo solicitation documents. If any specific proposal requirements differ from the general terms listed here, the specific proposal requirements shall prevail.

A response to any Request for Proposal is an offer to contract with the City based upon the terms, conditions, and specifications contained in the City's Request for Proposal. Proposals do not become contracts unless and until they are executed by the City. A contract has its inception in the award, eliminating a formal signing of a separate contract, unless requested by the City. For that that reason, most if not all the terms and conditions of the contract are contained in the Request for Proposal, unless any of the terms and conditions are modified by a Request for Proposal amendment, a contract amendment, or by mutually agreed terms and conditions in the contract documents.

GENERAL CONDITIONS Vendors are required to submit Proposals upon the following expressed conditions:

(a) Vendors shall thoroughly examine the specifications, schedule instructions and other contract documents. Once the award has been made, failure to read all specifications, instructions, and the contract documents, of the City shall not be cause to alter the original contract or for a vendor to request additional compensation.

(b) Vendors shall make all investigations necessary to thoroughly inform themselves regarding facilities and locations for delivery of materials and equipment as required by the Proposal conditions. No pleas of ignorance by the vendor of conditions that exist or that may hereafter exist as a result of failure or omission on the part of the vendor to make the necessary examinations and investigations, or failure to fulfill in every detail the requirements of the contract documents, will be accepted as a basis for varying the requirements of the City or the compensation to the vendor.

(c) Vendors are advised that City contracts are subject to all legal requirements provided for in the City Charter and/or applicable City Ordinances, State and Federal Statutes.

1.0 PREPARATION OF PROPOSALS Proposals will be prepared in accordance with the following:

(a) All information required by the proposal form shall be furnished. For hand delivered submittals only, the vendor shall print or type the business name and manually sign the schedule. For electronic submittals, this information shall be submitted electronically on Cit-E-Bid system. If submitted electronically, this information shall be submitted electronically on Cit-E-Bid system by going to the following link: <https://cityoflaredo.ionwave.net/Login.aspx> If vendor submits both manual and electronic bids, the electronic bid will replace the manual bid and shall be considered the only valid bid.

(b) Unit prices shall be shown and where there is an error in extension of price, the unit price shall govern.

(c) Alternate Proposals will not be considered unless authorized by the invitation for proposals or any applicable addendum.

(d) Proposed delivery time must be shown and shall include business days.

(e) Vendors will not include Federal taxes or State of Texas limited sales tax in proposal prices since the City of Laredo is exempt from payment of such taxes. An exemption certificate will be furnished upon request.

2.0 DESCRIPTION OF SPECIFICATIONS & SUBSTITUTIONS It is the responsibility of the prospective proposer to review the entire invitation to proposal packet and to notify the City of Laredo if the specifications are formulated in a manner that would restrict competition. Any such protest regarding the specifications or proposal procedures must be received by City of Laredo no less than seventy-two hours prior to the time set for proposal opening. Vendors are required to state exactly what they intend to furnish. Otherwise, when applicable, vendors will be required to furnish the items as specified.

3.0 SUBMISSION OF PROPOSALS

(a) Proposals and changes thereto shall be enclosed in sealed envelopes, properly addressed and to include the date and hour of the Proposal opening and the material or services. Proposal shall be typed or written on the face of the envelope. Unless otherwise noted on the Notice to Vendors cover sheet, all hand delivered Proposals must be submitted to the City of Laredo, City Secretary's Office, City Hall Third Floor, 1110 Houston Street.

(b) Proposals forms can be downloaded printed through Cit-E-Bid. Proposals can be submitted electronically through Cit-E-Bid by going to the following link: <https://cityoflaredo.ionwave.net/Login.aspx>

Mailed Bids (i.e. USPS, FedEx, UPS), telegraphic, emails or facsimile bids will not be considered.

(c) Samples, when required, must be submitted within the time specified, at no expense to the City of Laredo. If not destroyed or used up during testing, samples will be returned upon request at the Vendors expense.

(d) Proposals must be valid for a period of one hundred and twenty (120) days. An extension to hold proposal

pricing for actual quantity bids may be requested by the City.

(e) The City shall pay no costs or other amounts incurred by any entity in responding to this RFP, or as a result of issuance of this RFP.

4.0 REJECTION OF PROPOSALS The City may reject a proposal if:

(a) Vendor misstates or conceals any material fact in the proposal.

(b) Proposal does not strictly conform to the law or the requirements of the proposal.

(c) Vendor is in arrears on existing contracts or taxes with the City of Laredo.

(d) If proposals are conditional. Vendor may qualify their Proposal for acceptance by the City on an "ALL OR NONE" basis. An "ALL OR NONE" basis proposal must include all items in the specifications.

(e) In the event that a vendor is delinquent in the payment of City of Laredo taxes on the day the proposals are opened, including state and local taxes, such fact may constitute grounds for rejection of the proposal or cancellation of the contract. A vendor is considered delinquent, regardless of any contract or agreed judgments to pay such delinquent taxes.

(f) No proposal submitted herein shall be considered, unless the vendor warrants that, upon execution of a contract with the City of Laredo, vendor will not engage in employment practices such as discriminating against employees because of race, color, sex, creed, or national origin. Vendor will submit such reports as the City may therefore require assuring compliance with said practices.

(g) The City may reject all proposals or any part of a proposal whenever it is deemed necessary.

(h) The City may waive any minor informalities or irregularities in any proposal.

5.0 WITHDRAWAL OF PROPOSALS Proposals may not be withdrawn after they have been publicly opened, unless approved by the City Council.

6.0 LATE PROPOSALS OR MODIFICATIONS Proposals and modifications received after the time set for the submittal deadline will not be considered. Late proposals will be returned to the vendor unopened.

7.0 CLARIFICATION AND PROTEST PROCEDURE

(a) It is the responsibility of the prospective proposer to review the entire invitation to proposal packet and to notify the City of Laredo if the specifications are formulated in a manner that appears ambiguous. Any request for clarification or additional information must be submitted in writing through email or Questions & Responses section on Cit-E-Bid system no later than seven (7) days prior to the scheduled date for opening to: CITY OF LAREDO PURCHASING AGENT Enrique Aldape III 5512 Thomas Avenue, Laredo, Texas 78041 ealdape@ci.laredo.tx.us. 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 proposal. 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. Pursuant to §4.03 of the City Ethics, non-compliance with this provision may result in disqualification of the offer involved.

(b) For solicitations for goods and non-professional services valued at more than \$50,000, bidders will have ten (10) calendar days prior to the time that the City Council formally considers the contract to submit a written protest relating to advertising of bid notices, deadlines, bid opening, and all other related procedures under the Local Government Code, as well as any protests relating to alleged improprieties or ambiguities in the specifications. If the vendor does not file a written protest within this time, the vendor will have waived all rights to formally protest the intent to award. All protests regarding the bid solicitation process must be submitted in writing by certified mail to: CITY OF LAREDO PURCHASING AGENT Enrique Aldape III, 5512 Thomas Avenue, Laredo, Texas 78041 ealdape@ci.laredo.tx.us. Within five (5) business days of receiving a timely protest, the Purchasing Agent shall provide written response to the protesting vendor of the decision following a review of the legitimacy and procedural correctness of the procurement documents. A protesting vendor may appeal to the Laredo City Manager if dissatisfied with the decision of the Purchasing Agent. Only after exhausting all administrative procedures through the City Manager is a protesting vendor then entitled to appeal the award of the contract to the Laredo City Council.

8.0 VENDOR DISCOUNTS

(a) Percentage discounts within a certain period of time will be accepted but cannot be used in RFP evaluations. The period of the discount offered should be sufficient to permit payments within such period in the regular course of business by the City of Laredo.

(b) In connection with any discounts offered, time will be computed from the date of receipt of supplies or service or from the date a correct invoice is received, whichever is the later date. Payment is deemed to be made on the date the check is mailed.

9.0 INTENT OF CONTRACT

(a) ANNUAL SERVICE CONTRACT: The services are based on the best available information. The purpose of this contract is to establish prices for the commodities or services needed, should the City need to purchase these commodities or services. Since the quantities are estimates, the City may purchase more than the estimated quantities, less than the estimated quantities, or not purchase any quantities at all. The needs of the City shall

govern the amount that is purchased and change orders shall not be applicable. The City's obligation for performance of an annual service contract beyond the current fiscal year is contingent upon the availability of appropriated funds from which payments for the contract purchases can be made. If no funds are appropriated and budgeted during the next fiscal year, this contract becomes null and void.

10.0 AWARD OF CONTRACT The contract will be awarded based on **(best value criteria)** as follow and in accordance with the provisions of Chapter 252 and 271 of the Texas Local Government Code.

Definition of best value criteria as per The Institute for Public Procurement is:

"Best Value: 1. A procurement method that emphasizes value over price. 2. An assessment of the return that can be achieved over the useful life of the item, e.g., the best combination of quality, service, time, price."

If the awarded responder is unable to meet the requirements of the City, services/products may be purchased from the next best available Vendor until a Vendor is found that can complete the requirements of the City. This RFP shall not to be construed by any party as an agreement of any kind between the City and such party. The award of a contract shall be subject to the approval of the City Council. Following an award, City in its sole option may elect to negotiate a formal agreement with Vendor that will include by reference the terms of the RFP and related responses. In the event an Agreement cannot be reached with the selected Vendor, the City reserves the right to select and negotiate with an alternate Vendor. The City reserves the right to accept any item or group of items in the proposal specifications, unless the Vendor qualifies its proposal by specific limitation. The Vendor shall bear the burden of proof of compliance with the City of Laredo specifications. When applicable, prices must be quoted F.O.B. Destination, Laredo, Texas, unless otherwise specified in the invitation to proposal. The place of delivery shall be set forth in the purchase order and/or formal contract agreement when applicable. A duly authorize purchase order number shall reference item/services description, item number, quantity and price. Invoices shall reference the assign purchase order number to avoid any duplication (2 CFR 200.318 (d)). The City shall give written notice to the Vendor if any of the following conditions exist:

(1) Vendor does not provide materials in compliance with specifications and/or within the time schedule specified in proposal; (2) Vendor neglects or refuses to remove materials or equipment which have been rejected by the City of Laredo if found not to comply with the specifications; or, (3) Vendor makes an unauthorized assignment. Upon receiving written notification from the City that one of the above conditions has occurred, the Vendor must remedy the problem within seven (7) business days, to the complete satisfaction of the City, or the contract will be immediately canceled. (4) Contract terms are the responsibility of the awarded vendor(s) and the respective City user department(s).

11.0 ENTIRE AGREEMENT

(a) All covenants, conditions and agreement contained in the solicitation, are hereby made part of the Agreement to the same extent and with the force as is fully set forth herein. If and to the extent of this Agreement and the terms of this solicitation and supplier response conflict Terms & Conditions of this solicitation shall control.

12.0 PAYMENT & INVOICING

(a) All invoices to the City of Laredo have a 30 day term from receipt of supplies or completion of services.

(b) Discount terms will be computed from the date of receipt and acceptance of supplies or services. Payment shall be deemed to be made from that date.

(c) All invoices must show the purchase order number and invoices shall be legible. Items billed on invoices should be specific as to applicable stock, manufacturer catalog or part number. All items must show unit prices. If prices are based on discounts from list, then list prices must appear on bid schedule. All invoices shall be mailed to the Accounts Payable Office, City Hall, P.O. Box 210, Laredo, Texas 78042. (d) 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) 791-7425.

13.0 In accordance to State of Texas, the City of Laredo follows State practices when awarding any and all competitive solicitations:

TEXAS ENGINEERING AND LAND SURVEYING PRACTICE ACTS AND RULES CONCERNING PRACTICE AND LICENSURE

OCCUPATIONS CODE TITLE 6. REGULATION OF ENGINEERING, ARCHITECTURE, LAND SURVEYING, AND RELATED PRACTICES SUBTITLE A. REGULATION OF ENGINEERING AND RELATED PRACTICES CHAPTER 1001. TEXAS BOARD OF PROFESSIONAL ENGINEERS AND LAND SURVEYORS

CHAPTER 137: COMPLIANCE AND PROFESSIONALISM

SUBCHAPTER C: PROFESSIONAL CONDUCT AND ETHICS

§137.53 ENGINEER STANDARDS OF COMPLIANCE WITH PROFESSIONAL SERVICES PROCUREMENT ACT

(a) A licensed engineer shall not submit or request, orally or in writing, a competitive bid to perform professional engineering services for a governmental entity unless specifically authorized by state law and shall report to the board any requests from governmental entities and/or their representatives that request a bid or cost and/or pricing information or any other information from which pricing or cost can be derived prior to selection based on demonstrated competence and qualifications to perform the services. (b) For

the purposes of this section, competitive bidding to perform engineering services includes, but is not limited to, the submission of any monetary cost information in the initial step of selecting qualified engineers. Cost information or other information from which cost can be derived must not be submitted until the second step of negotiating a contract at a fair and reasonable cost. (c) This section does not prohibit competitive bidding in the private sector. Source Note: The provisions of this §137.53 adopted to be effective May 20, 2004, 29 TexReg 4878; amended to be effective June 4, 2007, 32 TexReg 2996.

I Agree to the Terms and Conditions

5 Insurance Terms and Conditions

INSURANCE REQUIREMENTS If and when applicable or required by the contract, the successful bidder(s) shall furnish the City with original copies of valid insurance policies herein required upon execution of the contract and shall maintain said policies in full force and effect at all times throughout 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 must be written on an occurrence form. Contractual Liability must be maintained covering the Contractors obligations contained in the contract. The general aggregate limit must be at least two (2) times the each occurrence limit.

(b) Workers Compensation insurance at statutory limits, including Employers Liability coverage a minimum limits 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) Professional Liability, Errors & Omissions coverage, with minimum limits of \$1,000,000 per claim/ \$2,000,000 annual aggregate. This coverage must be maintained for at least two years after the project is completed. If coverage is written on a claims-made basis, a policy retroactive date equivalent to the inception date of the contract (or earlier) must be maintained during the full term of the contract.

(e) 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.

(f) 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.

(g) 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 an additional insured with respect to General Liability and Automobile Liability.
 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, 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.
- (h) 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 coverage's according to requirements and instructions contained herein.
2. Shall specifically set forth the notice-of-cancellation or termination provisions to The City of Laredo.

(i) Upon request, Contractor shall furnish The City of Laredo with certified copies of all insurance policies.

(j) Certificates of insurance are always subject to review and approval from the City of Laredo Risk Management.

(k) Specialty certificates and licenses must be inspected and verified for accuracy and validity before award of contract.

(l) Awarded vendor is required to maintain current and active all: certifications, licenses, permits and/or insurance coverages, required to perform work, throughout the duration of this project/contract.

I agree my insurance meets minumum requirements

6 Disqualification & Debarment Certification

DISQUALIFICATION & DEBARMENT CERTIFICATION By submitting this request for bids, proposal or 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 City will further verify debarment status through use of the federal website SAM.gov. The contract parties are further 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. Additionally, in accordance with Chapter 2270, Texas Government Code, a governmental entity may not enter into a contract with a company for goods or services unless the contract contains a written verification from the company that it: (1) does not boycott Israel; and (2) will not boycott Israel during the term of the contract.

The signatory executing this contract on behalf of company verifies that the company does not boycott Israel and will not boycott Israel during the term of this contract. S.B. 252 (V. Taylor/S. Davis) is a bill relating to government contracts with terrorists. The bill provides that: (1) a governmental entity, including a city, may not enter into a governmental contract with a company that is identified on a list prepared and maintained by the comptroller and that does business with Iran, Sudan, or a foreign terrorist organization; and (2) a company that the United States government affirmatively declares to be excluded from its federal sanctions regime relating to Sudan, its federal sanctions regime relating to Iran, or any federal sanctions regime relating to a foreign terrorist organization is not subject to the contract prohibition under the bill.

I certify to the terms and conditions

7 Contract Requirements

1.CODE OF ETHICS ORDINANCE Vendors doing business with the City of Laredo shall comply with all provisions of the City of Laredo's Code of Ethics (Ordinance, as amended). Vendors may be required to participate in Code of Ethics trainings.

1.2 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 Formal Bid, 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. The City of Laredo reserves the right to contact respondents and may require such contact as part of the evaluation process (for presentation, clarification) of bids and/or negotiation of RFP submittal(s) prior to the award of contract. If contact is required, such contact will be done in accordance with provisions of Chapter 252 and 271 of the Texas Local Government Code and procedures incorporated into the solicitation document. Violation of this provision by respondents or their agents may lead to disqualification of their offer from consideration.

1.3 NON-COLLUSIVE AFFIDAVIT (Form can be downloaded and submitted through Cit-E-Bid system) The City may require that vendors submit a Non-Collusive Affidavit. The vendor 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 Bidder has not colluded, conspired, connived or agreed, directly or indirectly, with any 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 Bidder, or to fix any overhead, profit or cost element of said bid price, or of that of any other 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.

1.4 CONTRACT DISCLOSURE FORMS (This is submitted through Cit-E-Bid system) The City of Laredo requires the following forms to be completed as a part of this bid for consideration; 1. Company Information Questionnaire, 2. Signed Price Schedule, 3. Conflict of Interest Questionnaire, 4. Non-Collusive Affidavit 5. Discretionary Contracts Disclosure 6. Certificate of Interested Parties (Form 1295) ****Upon Award of RFP Only****

1.5 CONFLICT OF INTEREST FORMS (This is submitted through Cit-E-Bid system) Conflict of Interest Disclosure: A form disclosing potential conflicts of interest involving counties, cities, and other local government entities may be required to be filed after January 1, 2006, by vendors or potential vendors to local government entities. The new requirements are set forth in Chapter 176 of the Texas Local Government Code added by H.B. No. 914 of the last Texas Legislature.

1.6 TEXAS ETHICS COMMISSION (Form 1295, Form can be downloaded and submitted through Cit-E-Bid system) Certificate of Interested Parties (Form 1295) 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/tec/1295-Info.htm> 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.

Changes to Form 1295:

Changes to the law requiring certain businesses to file a Form 1295 are in effect for contracts entered into or amended on or after January 1, 2018. The changes exempt businesses from filing a Form 1295 for certain types of contracts and replace the need for a completed Form 1295 to be notarized. Instead, the person filing a 1295 needs to complete an "unsworn declaration."

I have read and understand this section

8	<p>Byrd Anti-Lobbying Amendment (31 U.S.C. 1352)</p> <p>Byrd Anti-Lobbying Amendment (31 U.S.C. 1352)</p> <p>Contractors that apply or bid for an award exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.</p> <p><input checked="" type="checkbox"/> I have read and understand this section</p>
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9	<p>Questionnaire Description</p> <p>"The undersigned affirms that they are duly authorized to execute this contract, that this company, corporation, firm, partnership or individual has not prepared this bid in collusion with any other bidder, and that the contents of this bid as to prices, terms or conditions of said bid have not been communicated by the undersigned nor by any employee or agent to any other person engaged in this type of business prior to the official opening of this request. By submitting this bid the vendor agrees to the City of Laredo specifications and all terms and conditions stipulated in the proposed document. That I, individually and on behalf of the business named in this Business Questionnaire, do by my signature below, certify that the information provided in the questionnaire is true and correct".</p>
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10	<p>Name of Offeror (Business) and Name & Phone Number of Authorized Person to sign bid</p> <p>Coca-Cola Southwest Beverages LLC, Aubrey Perez, 346-242-2880</p>
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11	<p>State how long under has the business been in its present business name</p> <p>7 years</p>
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12	<p>If applicable, list all other names under which the Business identified above operated in the last five years</p> <p>NA</p>
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13	<p>State if the Company is a certified minority business enterprise</p> <p>The below information is requested for statistical and tracking purposes only and will not influence the amount of expenditure the City will make with any given company.</p>
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14	<p>Questions Part 1</p> <p>1) Is any litigation pending against the Business? 2) Has the Business ever been declared "not responsive" for the purpose of any governmental agency contract award? 3) Has the Business been debarred, suspended, proposed for debarment, suspended, proposed for debarment, declared ineligible, voluntarily excluded, or other wise disqualified from bidding, proposing or contracting? 4) Are there any proceedings, pending relating to the Business responsibility, debarment, suspension, voluntary exclusion, or qualification to receive a public contract? 5) Has the government or other public entity requested or required enforcement of any of its rights under a surety agreement on the basis of default or in lieu of declaring the Business at default?</p> <p>NA</p>
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15	<p>Questions Part 2</p> <p>1) Is the Business in arrears in any contract or debt? 2) Has the Business been a defaulter, as a principal, surety, or otherwise? 3) Have liquidated damages or penalty provisions been assessed against the Business for failure to complete work on time or any other reason?</p> <p>NA</p>
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16	<p>State if the Company is a certified minority business enterprise</p> <p>This company is not a certified minority business</p>
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17 Conflict of Interest Disclosure
A form disclosing potential conflicts of interest involving counties, cities, and other local government entities may be required to be filed after January 1, 2006, by vendors or potential vendors to local government entities. The new requirements are set forth in Chapter 176 of the Texas Local Government Code added by H.B. No. 914 of the last Texas Legislature. Companies and individuals who contract, or seek to contract, with the City of Laredo and its agents may be required to file with the City Secretary's Office, 1110 Houston Street, Laredo, Texas 78040, a Conflict of Interest Questionnaire that describes affiliations or business relationships with the City of Laredo officers, or certain family members or business relationships of the City of Laredo officer, with which such persons do business, or any gifts in an amount of \$250.00 or more to the listed City of Laredo officer (s) or certain family members. The new requirements are in addition to any other disclosures required by law. The dates for filing disclosure statements begin on January 1, 2006. A violation of the filing requirements is a Class C misdemeanor. The Conflict of Interest Questionnaire (Form CIQ) may be downloaded from http://www.ethics.state.tx.us/whatsnew/conflict_forms.htm. The City of Laredo officials who come within Chapter 176 of the Local Government Code relating to filing of Conflicts of Interest Questionnaire (Form CIQ) include: 1. Mayor 2. Council Members 3. City Manager 4. Members of the Fire Fighters and Police Officers Civil Service Commission. 5. Members of the Planning and Zoning Commission. 6. Members of the Board of Adjustments 7. Members of the Building Standards Board 8. Parks & Leisure Advisory Committee Member, 9. Historic District Land Board Member, 10. Ethics Commission Board Member, 11. The Board of Commissioners of the Laredo Housing Authority 12. The Executive Director of the Laredo Housing Authority 13. Any other City of Laredo decision making board member If additional information is needed please contact Enrique Aldape III, Interim Purchasing Agent at 956-794-1733.

18 Conflict of Interest Questionnaire Form CIQ
For vendor or other person doing business with local governmental entity. This questionnaire reflects changes made to the law by H.B. 1491, 80th Leg., Regular Session. This questionnaire is being filed in accordance with Chapter 176, Local Government Code by a person who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the person meets requirements under Section 176.006(a). By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the person becomes aware of facts that require the statement to be filed. See Section 176.006, Local Government Code. A person commits an offense if the person knowingly violates Section 176.006, Local Government Code. An offense under this section is a Class C misdemeanor.

19 Conflict of Interest Questionnaire
Vendor is required to submit Conflict of Interest Form for bid to be considered complete. Have you submitted your completed Conflict of Interest Form with your response?

20 Disclosure Form
For details on use of this form, see Section 4.01 of the City's Ethics Code.

21 This is a

22 Question 1. Name of person submitting this disclosure form
Please include First Name, Middle Initial, Last Name and Suffix (if applicable)

23 Question 2. Contract Information
Please include the following: a)Contract or Project Name b)Originating Department

24 Question 3. Name of individual(s) or entity(ies) seeking a contract with the city (i.e. parties to the contract)

2 5	<p>Question 4. List any business entity(ies) that is a partner, parent, subsidiary business entity(ies) of the individual or entity listed in Question 3.</p> <p><input type="text" value="Not Applicable"/></p>
2 6	<p>Question 4. List any business entity(ies) that is a partner, parent, subsidiary business entity(ies) of the individual or entity listed in Question 3</p> <p>If you selected Not Applicable on Question 4, skip this section. If it applies to you, please list the name of partner, parent, or subsidiary business entity(ies) in this section.</p> <p><input type="text" value="No response"/></p>
2 7	<p>Question 5. List any individuals or entities that will be subcontractors on this contract</p> <p><input type="text" value="Not Applicable"/></p>
2 8	<p>Question 5. List any individuals or entities that will be subcontractors on this contract</p> <p>If you selected Not Applicable on Question 5, please skip this section. If it applies to you, please list subcontractors in this section.</p> <p><input type="text" value="No response"/></p>
2 9	<p>Question 6. List any attorneys, lobbyists, or consultants that have been retained to assist in seeking this contract</p> <p><input type="text" value="Not Applicable"/></p>
3 0	<p>Question 6. List any attorneys, lobbyists, or consultants that have been retained to assist in seeking this contract</p> <p>If selected Not Applicable on question 6, please skip this section. If it applies to you, please list attorneys, lobbyists, or consultants that have been retained to assist in seeking this contract.</p> <p><input type="text" value="No response"/></p>
3 1	<p>Question 7. Disclosure of political contributions</p> <p>List any campaign or officeholder contributions made by the following individuals in the past 24 months totaling more than \$100 to any current member of City Council, former member of City Council, any candidate for City Council, or to any political action committee that contributes to City Council elections. a) Any individual seeking contract with the city (Question 3) b) Any owner or officer of entity seeking contract with the city (Question 3) c) Any individual or owner or officer of any entity listed above as partner, parent, or subsidiary business (Question 4) d) Any subcontractor or owner/office of subcontracting entity for the contract (Question 5) e) The spouse of any individual listed in response to (a) through (d) above f) Any attorney, lobbyist, or consultant retained to assist in seeking contract (Question 6)</p> <p><input type="text" value="Not Applicable"/></p>
3 2	<p>Question 7. Disclosure of political contributions</p> <p>If you selected Not Applicable on question 7, please skip this section. If it applies to you, please list all contributors in this section.</p> <p><input type="text" value="No response"/></p>
3 3	<p>Updates on contributions required</p> <p>Information regarding contributions must be updated by submission of a revised form from the date of the submission of this form, up through the time City Council takes action on the contracts identified in response to Question 2 and continuing for 30 calendar days after the contract has been awarded.</p>

3 4	<p>Question 8. Disclosure of Conflict of Interest</p> <p>Are you aware of any fact(s) with regard to this contract that would raise a “conflict of interest” issue under Section 2.01 of the Ethics Code for any City Council member or board/commission member that has not or will not be raised by these city officials?</p> <p>I am not aware of any conflict of interest</p>
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3 5	<p>8. Disclosure of Conflict of Interest</p> <p>If you selected I am aware of conflict of interest is question 8, please list them in this section.</p> <p>No response</p>
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3 6	<p>Question 9. Updates Required</p> <p>I understand that this form must be updated by submission of a revised form if there is any change in the information before the discretionary contract is the subject of action by the City Council, and no later than five (5) business days after any changes has occurred, whichever comes first. This include information about political contributions made after the initial submission and up until thirty (30) calendar days after the contract has been awarded.</p> <p><input checked="" type="checkbox"/> I have read and understand this section</p>
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3 7	<p>Question 10. No Contact with City Officials or Staff during Contract Evaluation</p> <p>I understand that a person or entity who seeks or applies for city contract or any other person acting on behalf of that person or entity is prohibited from contacting city officials and employees regarding the contract after a Request for Proposal (RFP), Request for Qualifications (RFQ), or other solicitation has been released. This no-contact provision shall conclude when the contract is posted as a City of Laredo Council agenda item. If contact is required with city officials or employees, the contact shall take place in accordance with procedures incorporated into the solicitation documents. Violation of this prohibited contacts provision set out in Section 2.09 of the Ethics Code by respondents or their agents may lead to disqualification of their offer from consideration.</p> <p><input checked="" type="checkbox"/> I have read and understand this section</p>
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3 8	<p>Question 11. Conflict of Interest Questionnaire (CIQ)</p> <p>Chapter 176 of the Local Government Code requires contractor and vendors to submit a Conflict of Interest Form (CIQ) to the Office the of City Secretary.</p> <p><input checked="" type="checkbox"/> I have acknowledge that I have been advised</p>
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3 9	<p>Question 11. Oath</p> <p>Please complete in this section the required information for your company: 1) Name 2) Title 3) Company or DBA 4) Date</p> <p>Aubrey Perez, Account Executive, Coca-Cola Southwest Beverages, 9/17/2024</p>
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4 0	<p>Question 12. Oath</p> <p>I swear or affirm that the statements contained in this Discretionary Contracts Disclosure Form, including any attachments, to the best of my knowledge and belief are true, correct, and complete.</p> <p><input checked="" type="checkbox"/> I swear or affirm information is correct</p>
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Bid Lines

1 The City of Laredo is now accepting sealed proposals, subject to the Terms and Conditions of this invitation for Proposal and other contract provisions, to award a contract for Beverage Services for the City of Laredo Detoxification Center/Roots Recovery Center.
The City of Laredo reserves the right to reject any or all bids, waive any minor irregularities as well as the right to determine the bid most advantageous to the City.
Copies of the specifications may be obtained from the Finance Department – Purchasing Division, 5512 Thomas Ave., Laredo, TX 78041 or by downloading from our website:
<https://cityoflaredo.ionwave.net/CurrentSourcingEvents.aspx>. Proposals can be hand delivered to City Secretary Office, 1110 Houston St., 3rd. Floor, Laredo, Texas 78040 or submitted through Cit-E-Bid system until 5:00 P.M. on September 20, 2024 and all submitted proposals received will be opened and publicly acknowledged at 10:00 A.M. on September 23 , 2024.

2 **1.0 PROPOSAL SUBMITTAL:**
Proposals shall include the following information:
1) Company Profile: Respondent shall provide a brief profile of their company; include designation of the legal entity by which business operates (sole proprietor, partnership, corporate, LLC, etc.); type of ownership (small business, small, disadvantaged business or W/MBE business).
2) Qualifications/Experience: The respondent shall provide a narrative of the vendor’s qualities and capabilities that demonstrates how the vendor will work with the City to fulfill the requirements of these services.
3) Past Performance: working with public entities, local governments.
4) Pricing: Provide a breakdown cost by the companies' variety of beverages. All beverages are in single service packaging, no multi-serve products (e.g. liters, gallons, jugs, etc.)

3 **2.0 TERMINATION.** This RFP may be canceled at any time and any and all proposals may be rejected in whole or in part when the City determines such action to be in the best interest of the City of Laredo.

4 **3.0 EVALUATION PROCESS.** An evaluation committee will review all proposals utilizing the evaluation criteria noted below. A final recommendation will be submitted to City Council for future consideration by the full body. In determining the best value for the City of Laredo the following factors shall be considered in accordance with the corresponding weights, in evaluating the proposals:
1. Capability to perform all of the services required on the scope of work services - 30 Points
2. Past experience comparable to the proposed scope of services - 20 Points
3. Reputation for personal and professional integrity and competence - 20 Points
4. Professional background - 10 Points
5. Current workload - 10 Points
6. Pricing – 10 Points
TOTAL: 100 POINTS
3.1 SELECTION PROCESS. Based on the Evaluation Committee's review, it is expected that several firms may be short-listed for further consideration, and may be required to submit supplemental information. Additionally, after review of the findings of the committee, firms may be required to make a formal public presentation before the selection committee. The City’s obligation for performance of this proposal is contingent upon the availability of funds from which payments for the contract purchases can be made. If no funds are appropriated and budgeted during the next fiscal year, this informal bid becomes null and void.
3.2 RIGHT TO WAIVE MINOR IRREGULARITIES. The Evaluation Committee reserves the right to waive minor irregularities. The Evaluation Committee also reserves the right to waive mandatory requirements provided that all of the otherwise responsive proposals failed to meet the same mandatory requirements and the failure to do so does not otherwise materially affect the procurement. This right is at the sole discretion of the Evaluation Committee.

5 4.0 AWARD OF CONTRACT. The contract will be awarded based on (best value criteria) as follow and in accordance with the provisions of Chapter 252 and 271 of the Texas Local Government Code.
4.1 ANNUAL SUPPLY/SERVICE CONTRACT. This contract does not commit the City to purchase the quantities indicated. The quantities are estimates and are based on the best available information. The purpose of this contract is to establish prices for the commodities or services needed, should the City need to purchase these commodities or services. Since the quantities are estimates, the City may purchase more than the estimated quantities, less than the estimated quantities, or not purchase any quantities at all. The needs of the City shall govern the amount that is purchased and change orders shall not be applicable.

6 5.0 TERM OF CONTRACT. The term of this contract shall be for a period of two (2) years beginning as of the date of its execution. The contract may be extended for an additional two year period each upon mutual agreement of the parties. Should the vendor desire to extend the contract for the additional year period, it must so notify the City in writing no later than sixty (60) days before the expiration of the prior term. Such notification shall be effective upon actual receipt by the City. Renewals shall be in writing and signed by the City's Purchasing Agent & City Manager or his designee, without further action by the Laredo City Council, subject to and contingent upon appropriation of funding therefore. All annual contracts shall bound by the terms of the bid documents. The City shall also have the right to extend this contract under the same terms and conditions beyond the original term or any renewal thereof, on a month to month basis, not to exceed 3 months. Said month to month extensions shall be in writing, signed by the City's Purchasing Agent & City Manager or his designee, and shall not require City Council approval, subject to and contingent upon appropriation of funding therefore. The City reserves the right to renew or rebid this contract, if the appropriated funds initially approved by City Council are exhausted before the contract expiration date. This contract shall be the responsibility of and administered by the vendor and the City of Laredo Detox Department.

7 6.0 PRICE ADJUSTMENT. During the period of this contract, prices may be increased and decreased. The City of Laredo will allow unit price adjustments upwardly or downwardly when correlated with an industry wide adjustment. Any request for reasonable price adjustments will be considered. Justification for the requested adjustment on original fixed pricing must have mutual consent from both parties and be supported by appropriate documentation. The City will not take action to intentionally delay legitimate manufacturer unit price increases. The City of Laredo reserves the right to cancel the contract if the price increase is deemed excessive; a new contract vendor will be selected on the basis of competitive bids. Documentation may be emailed to ealdape@ci.laredo.tx.us.

8 7.0 TERMINATION OF CONTRACT. This contract shall be for an initial period of two years from the commencement date. Either party will have the right to terminate the contract by giving written notice to the other party at least 3 months before the end of the initial period of the contract or at least 30 days at any point after the end of the initial period. 7.1 Either party may terminate this contract by written notice to the other at any time if the other party: Commits a breach of this contract and, in the case of a breach capable of remedy, fails to remedy the breach within 10 days of being required to do so in writing; or becomes insolvent, or has a liquidator, receiver, manager or administrative receiver appointed.

9 8.0 SCOPE OF WORK. Roots Recovery Center, a 24/7 facility, is seeking to procure beverage services. The focus of these services is to provide beverages to support the healing process of our patients. Here are the specific requirements:

1. Beverage Provision: The selected vendor must be capable of providing a variety of beverages needed to the meet the needs of patients in our facility.
2. Beverage Menu: The vendor service is expected to have a variety of beverages as noted below to accompany meals, snacks, and beverage needs throughout their stay. All beverages are in single service packaging, no multi-serve products (e.g. liters, gallons, jugs, etc.). All products must be in plastic containers, no glass or aluminum products are accepted.
 - a) Orange juice
 - b) Apple juice
 - c) Soft drink (variety of flavors)
 - d) Sugar free soft drinks (variety of flavors)
 - e) Water
 - f) Electrolyte based drinks (regular and sugar free)
 - g) Mineral water
 - h) Tea (regular and sugar free)
 - i) Protein Drinks (variety of flavors)
3. Sugar-free Diet Alternative: Sugar-free and low sugar alternatives must be available due to restriction needs of our patients.
4. Delivery Services: The vendor should include delivery service at no additional charge as needed upon requested delivery schedule. Delivery Schedule will be done on a weekly basis.
5. Equipment: The vendor should provide coolers. They are also responsible for delivering and servicing equipment, provide replacement immediately if inoperable.

Additionally, we are seeking an appropriately qualified and experienced company that can offer independent and reliable delivery services at no additional charge.

Interested beverage companies are invited to submit their proposals in accordance with these specifications. Please provide detailed information on your company's qualifications, experience, and pricing for our consideration.

We appreciate your interest in partnering with Roots Recovery Center to support the well-being of our patients during their recovery journey. ROOTS Recover Center
 Phone Number-956- 679-2826
 Address: 1300 Chicago, Ste. 101
 Email- svmartinez@ci.laredo.tx.us.

10 **Package Header**

8.1 BEVERAGE MENU

Quantity: 1 Total:

Item Notes: Approximate Weekly Delivery amounts

Package Items

10.1 Orange juice 10 oz
24pk

Quantity: 7 UOM: PK Price: Total:

10.2 Apple Juice 10 oz
24pk

Quantity: 7 UOM: PK Price: Total:

10.3 Soft drink (variety of flavors) 20 oz
24pk

Quantity: 10 UOM: PK Price: Total:

10.4 Sugar free soft drinks (variety of flavors) 20 oz
24pk

Quantity: 4 UOM: PK Price: Total:

10.5 Water 20 oz
24pk

Quantity: 24 UOM: PK Price: Total:

Supplier Notes:

10.6 Electrolyte based drinks (regular and sugar free) 20 oz
24pk

Quantity: 7 UOM: PK Price: Total:

Supplier Notes:

10.7 Mineral water 15 oz
12pk

Quantity: 4 UOM: PK Price: Total:

Supplier Notes:

10.8 Tea (regular and sugar free) 18.5 oz
12pk

Quantity: 12 UOM: PK Price: Total:

Supplier Notes:

10.9 Protein Drinks (variety of flavors) 14 oz
12pk

Quantity: 8 UOM: PK Price: Total:

Supplier Notes:

Response Total: \$2,297.05

City of Laredo

City Council - Supplemental Agenda

Meeting Date: 10/20/2025

Consent Agenda 2.

SUBJECT

Consideration to award contract FY25-081 to bidder Victoria's Catering, Laredo, Texas for annual amount not to exceed \$394,992.00 for providing meals for the Detoxification Department. The term of this contract is subject to future appropriations and will commence on October 1st, 2025; contract shall be for two-year period beginning the date of execution, with an option to renew for two additional years. Funding for this contract is available in the Detoxification Department budget.

VIVA LAREDO PLAN ALIGNMENT

Alignment Rating

- Strong - Directly supports or fulfills a clearly stated and verbatim goal or policy from the Viva Laredo Comprehensive Plan.
- Moderate - Indirectly supports or contributes to the intent of a verbatim goal or policy.
- Weak/None - Lacks identifiable alignment or conflicts with existing verbatim goals or policies.

Supporting goal(s)/policy(ies)

After reviewing the Viva Laredo Comprehensive Plan, there are no verbatim policies that specifically reference **procurement of food services** or **contract administration**. However, there are broad goals related to **public health, wellness, and quality of life** that are relevant.

Goal: Improve the health of its residents

- *"Laredo is looking to the future ... improve the health of its residents."*
- Source: *Viva Laredo City of Laredo Comprehensive Plan, Vision Statement, p. 6.*
- **Relevance:** The Detoxification Department provides health services for residents struggling with substance use. Contracting with a vendor to provide meals supports the Department's operational capacity and contributes to the broader community health objective identified in the plan.

Goal: Improve affordability, and upgrade its quality of life

- *"... improve affordability, and upgrade its quality of life."*
- Source: *Viva Laredo City of Laredo Comprehensive Plan, Vision Statement, p. 6.*
- **Relevance:** While this agenda item increases departmental costs, securing a stable vendor ensures service continuity for vulnerable populations. In doing so, it supports quality of life for

residents receiving detoxification services, aligning indirectly with the Plan’s emphasis on equity and affordability.

No applicable verbatim goal or policy identified

- No specific policy statement regarding *municipal food service contracts, procurement practices, or departmental operations* was identified in the Viva Laredo Comprehensive Plan.

Summary of Alignment

The agenda item contributes to the **intent** of the Viva Laredo Comprehensive Plan by supporting the **health and wellness of residents** through the operations of the Detoxification Department. Providing meals ensures that individuals undergoing detoxification receive essential nutrition, a necessary component of health service delivery. This indirectly supports the Plan’s vision to “*improve the health of its residents*” and to “*upgrade its quality of life.*”

The alignment is rated **Moderate** because the Plan does not contain a verbatim policy addressing food service contracting, but the item nonetheless advances the broader health and quality-of-life objectives. The item intersects with themes of **public health** (nutritional support for detox clients), **equity** (ensuring access to services for vulnerable populations), and **municipal capacity** (maintaining continuity of essential services).

PREVIOUS COUNCIL ACTION

None

BACKGROUND

The City of Laredo went out on formal Request For Proposals through Cit-E-Bid for Catering Services for the detoxification department. 3 Proposals were evaluated, a recommendation is being presented to award this contract to Victoria's Catering, Laredo, Texas based on comprehensive proposal meeting all required criteria. The detoxification program requires a variety of meals to support patient care and comfort. These include, but are not limited to, regular and diet options, light meals to help alleviate nausea, soups, protein-rich entrées, nutrient-dense snacks, and other supportive menu items. The center is a 24-bed, 24/7 facility providing medically managed detoxification and crisis stabilization services for individuals experiencing substance use disorders. The center places weekly orders based on census projections, which incorporate current admissions, scheduled admissions, and anticipated discharges. Order adjustments are made accordingly. The contract amount is based on full-capacity utilization. A detailed breakdown of meals is provided in the supplier response attachment.

COMMITTEE RECOMMENDATION

N/A

STAFF RECOMMENDATION

Staff recommends to award contract.

Fiscal Impact

Fiscal Year:

FY26

Budgeted Y/N?: Y
Source of Funds: Detoxification Department
Account #: 274 7410 542 3620
Change Order: Exceeds 25% Y/N: N

FINANCIAL IMPACT:

Catering services will cost \$394,992 in the first year for providing meals for the detoxification department



RECOMMENDATION PANEL RATING SHEET

Name:

Jessica Lynn Cabrera

Date:

8/28/25

Signature

JL Cabrera

Return completed Evaluation Sheet to Purchasing for tabulation.

* RATE USING 5 POINT INCREMENTS PLEASE

Firms Listed in Alphabetical Order

Evaluation Criteria	MAXIMUM RATING *	Firms Listed in Alphabetical Order				
		Rodriguez Catering Company	Sammas Kitchen	Victoria's Place Catering	Vendor 4	Vendor 5
Capability to perform all of the services required on the scope of work services	30	20	0	30		
Past experience comparable to the proposed scope of services	20	10	0	20		
Reputation for personal and professional integrity and competence	20	10	0	20		
Professional background and caliber of key personnel	10	8	0	10		
Current workload	10	5	0	10		
Pricing	10	10	0	8		
TOTAL POINTS	100	63	0	98		

Member Recommendation:

Comments:

Sammas Kitchen has no purpose to pursue score. Victoria's - has shown reliability, sustainability and aside from menu method of delivery, pricing; worked not clear, item don't need further measure.

RECOMMENDATION PANEL RATING SHEET



Name: Viviana Martinez

Date: 8/28/25

Signature: [Signature]

Return completed Evaluation Sheet to Purchasing for tabulation.

* RATE USING 5 POINT INCREMENTS PLEASE

Evaluation Criteria	MAXIMUM RATING *	Firms Listed in Alphabetical Order				
		Rodriguez Catering Company	Sammas Kitchen	Victoria's Place Catering	Vendor 4	Vendor 5
Capability to perform all of the services required on the scope of work services	30	20	Ø	30		
Past experience comparable to the proposed scope of services	20	10	Ø	20		
Reputation for personal and professional integrity and competence	20	10	Ø	20		
Professional background and caliber of key personnel	10	8	Ø	10		
Current workload	10	5	Ø	10		
Pricing	10	10	Ø	8		
TOTAL POINTS	100	63	Ø	98		
Member Recommendation:						

Comments:

Sammas no proposal submitted.
 Rodriguez missing delivery commitment, workload unlead, unknown past experience w/ comparable proposed scope of services, unknown reputation for



Proposal

August 11th, 2025
Laredo, Texas 78040.

Bid of: Victorias Place Catering Services

An individual Sole Proprietor and small local business.

From:

Victorias Place Catering

1110 Davis Ave.

Laredo, Texas 78040

956-285-5665

[*victoriasplacecatering@hotmail.com*](mailto:victoriasplacecatering@hotmail.com)

To:

City Of Laredo

City Secretary Office

1110 Houston St. 3rd floor

Laredo, Texas 78040.

**Subject: Bid Proposal for FY25-081 Catering Services –
Detoxification Center**

To Whom it May Concern

We appreciate the opportunity to submit again our proposal for your project of Catering Services for the City of Laredo Detoxification Center / Roots Recovery Center. We understand that you require these services to provide balanced and nutritious meals to support the healing process of the patients. Our team is well-equipped to meet these requirements and deliver a high-quality meals and timely solution.

This new proposal outlines our approach to City of Laredo Detoxification Center, including our proposed sample of menus, service, timelines, equipment and annual cost. We believe our experienced team & competitive pricing makes us the ideal choice for this project.

Our Profile

Victorias Place Catering is a local family owner business that has been in the catering industry for the past 17 years. Since 2008 we have been serving the community of Laredo Tx and surrounding areas for all of their special events. We have also had the honor of working with the most recognized party halls in the city; and currently we continue to work with halls such as Altezza, Estancia, Elegancia, San Rafael, LPD Unity Hall, Valdivian Events, among others where thousands of Laredo families have enjoyed our delicious food.

We have also had the privilege of serving in private schools such as Guadalupe Elementary, United Day School and currently Blessed Sacrament.

Our Chef Cesar Madrigal who already has 40 plus years of experience in the culinary art and who has had the opportunity to work in 5-star hotels such as the Diplomat in Hollywood Florida, to later return to his hometown and collaborate in the most prestigious clubs and restaurants in the area such as the Laredo Country Club, Hotel La Posada, Executive Club, Toños Bar & Grill and Johny Carinos to highlight a few. Now he is focused on creating nutritious and healthy meals.

Currently our production capacity is to elaborate 5k to 6k meals per week. Our staff is fully prepared and all have Food Handlers Certifications active.

Our Mission & Vision

We are dedicated to our promise of delivering the best quality and tasty food to consumers who have relied on us for their special events. We are committed in creating food to suits local tastes as well as high standards.

Our Solution

Our approach to this project will involve to provide all necessary equipment, logistics, and trained personnel to manage daily meals preparations, packaging and delivery. As well as exclusively equipment such a coolers, warmers, platters, utensils and delivery vehicle.

At Victorias Place Catering, we understand the unique dietary need of individuals undergoing detoxification and recovery. We still committed to delivering:

Wholesome, nutritional balance meals that support physical and emotional well-being

Individually packaged meals to ensure hygiene, ease of distribution and portion control.

Our Commitment

Our commitment is to keep working closely with healthcare professionals and nutritionist to be in constant communication on regards on the menus that align with your patients' detox protocols and dietary restrictions (e.g. Liquid Diet, Low Sodium, Sugar-free, gluten-free, allergies, etc.).

Our Conclusion

We are confident that our proposed solution for Roots Recovery Center will meet your needs and deliver significant value to the City of Laredo. Partnering with Victorias Place Catering means more than just receiving daily meals – it means having a reliable, experienced ally in your mission to support the recovery and well-being of your patients.

We believe in continue in building strong, collaborative relationships and are confident that our catering service will continue to exceed your expectations day after day and meal after meal.

We look forward to the opportunity to continue serving your facility and contributing to the recovery journey of every patient you care for.

Please feel free to contact us to answer any questions you may have.

Thank you for the invitation and considering Victorias Place Catering as your trusted partner in this project.



Cesar Madrigal

Chef & CEO

Victorias Place Catering

1110 Davis Ave.

Laredo, Texas 78040

956-285-5665

956-285-7842

victoriasplacecatering@hotmail.com



Attachments:

- *Annual Budget Proposal*
- *2 Weeks Menu*

Annual Budget Proposal

Based on your weekly service needs:

- *308 Breakfasts per week*
- *298 Lunches per week*
- *238 Dinners per week*

Total of 52 weeks per Year

Unit cost per meal: \$9.00 USD

Annual Total: 43,888 meals

Total Annual Budget: \$ 394,992 USD

This includes all food, individualized packaging, equipment, logistics, personnel, delivery and compliance with food safety regulations.



VICTORIA'S PLACE CATERING MENU

	DAY 1	DAY 2	DAY 3	DAY 4	DAY 5	DAY 6	DAY 7	DAY 8
BREAKFAST (Included a portion of Fresh Fruit)	Scrambled Eggs Sliced of Bacon Diced Potatoes Oatmeal Toast & Butter Jelly	Pancakes w/ Maple Syrup Ham & Scrambled Eggs Hashbrown Potatoes Chocolate Chip Cookie	Biscuit & Jelly Sausage & Scrambled Eggs Country Style Potatoes Vanilla Cookie	Machacado & Scrambled Eggs Refried Beans Oatmeal Toast & Butter Jelly	Egg Omelette Sliced Tomatoes w/ Fetta Cheese Diced Potatoes Cinamon Roll Wheat Toast & Butter	Eggs Benedict Julienne Breakfast Potatoes White toast & margarine Pan Dulce	Western Omelette Hashbrowns Fresh Toast Buttery Grits	Oatmeal Pancakes w/ Syrup Bacon & Scrambled Eggs Potatoes
LUNCH (Included Garden Salad & Dessert)	Beef Stew Steam Rice Primavera Butter Mixed Vegetables Bread	Chicken Cordon Bleu Fettucine Parmesano Broccoli & Cheese Bread	Milanesa de Res w/ Fries Mexican Rice Refried Beans Tortillas & Salsa	Chicken Fried Chicken Country Gravy Loaded Mashed Potatoes Bread	Sliced Roast Beef Roasted Rose Mary Potatoes Mediterranean Mixed Vegetables Bread	6oz Grill Hamburger Steak Fries Vegetables	Chicken Florentine Spaguetti Poblano California Blend Bread	Steak Ranchero Spanish Rice Refried Beans Tortillas & Salsa
DINNER (Included Garden Salad & Dessert)	Grill Chicken Breast Topped with Citrus Butter Mashed Potatoes Corn O'brien Bread	Fried Filet of Fish Coleslaw Rice Pilaf Fries Bread & Tater Sauce	Saute Filet of Fish Veracruzana Steam Rice Primavera 5-way mixed Vegetables Bread	Maccaroni & Beef Green Beans Almondine Garlic Bread	Spaguetti & Meat Balls Bacon Green Beans Brushetta Bread	Sliced Turkey Dinner Corn Bread Stuffing Mashed Potatoes Buttery Corn Bread & Gravy	Beef Fajitas Mexican Rice Charro Beans Tortillas & Salsa	Filet Fish Scampi Saffron Rice Vegetables Bread
BREAKFAST (Included a portion of Fresh Fruit)	Scrambled Eggs a la Mexicana Hashbrown Potatoes Sliced Ham Chocolate Chip Cookie Wheat Toast	Scrambled Eggs with Bacon Country Potatoes Biscuit & Jelly French Toast	Scrambled Eggs with Chorizo Refried Beans Tortillas Pancakes	Machacado a la Mexicana Potatoes en Salsa Refried Beans Toast Cheese Roll	Wines en Salsa Potato a la Mexicana Tortillas Cinamon Roll	Queso en Rajas Refried Beans Sliced Bacon Pineapple Roll	Western Omelette Mushroom Potatoes Sausage Patties Oatmeal	Scrambled Eggs with Ham Julien Potatoes Tortillas Butter Grits
LUNCH (Included Garden Salad & Dessert)	Chicken Salad Patato Chips Butter Broccoli Croissant	Beef Lasagna Fresh Salad Garlic Bread	Grill Steak Charro Beans Mexican Rice Tortillas & Salsa	BBO Brisket Potato Salad Mix Rice Bread	Tuna Salad Croissant Chettos Butter Corn	Mexican Style Hotdogs French Fries Chili Sauce	Fried Fish Steam Rice Coleslaw Bread	Chicken Frances Rissoto Vegetables Bread
DINNER (Included Garden Salad & Dessert)	Beef Alambre Roasted Potatoes Green Beans Tortillas & Salsa	Chicken Wings Potato Salad Macarroni Salad	Chicken Alfredo Fetta Cheese California Blend Bread	Chicken Tenders Mashed Potatoes Corn O'Brien	Lonches de Ternera French Fries Lettuce & Tomato	Bake Fish Filet Rice Primavera Bacon Green Beans Bread	Torta de Milanesa Steak French Fries Lettuce & Tomato	Cold Salad Plate: Chicken Salad, Tuna Salad, Macaroni Salad & Potato Salad Crackers

Clear Chicken Broth
Clear Beef Broth
Vegetable Broth
Applesauce
Jell-O

Liquid Diet Alternative:



RECOMMENDATION PANEL Rating Tabulation

Tabulation by: Tania Herrera

Evaluation Criteria	MAXIMUM RATING *	Firms Listed in Alphabetical Order				
		<u>Rodriguez Catering Company</u>	<u>Samm's Kitchen</u>	<u>Victoria's Place Catering</u>		
Capability to perform all of the services required on the scope of work services	90	60	0	90		
Past experience comparable to the proposed scope of services	60	30	0	60		
Reputation for personal and professional integrity and competence	60	30	0	60		
Professional background and caliber of key personnel	30	24	0	30		
Current workload	30	15	0	30		
Pricing	30	30	0	24		
TOTAL POINTS	300	189	0	294		

Solicitation Open Date: 08/07/2025

Solicitation Close Date: 08/22/2025

Panel Recommendation: Select

VICTORIA'S PLACE CATERING

Comments: NA



FY25-081 Addendum 1
Victorias Place Catering
Elva C Madrigal
Supplier Response

Event Information

Number: FY25-081 Addendum 1
Title: Catering Services - Detoxification Center
Type: Request For Qualifications
Issue Date: 8/7/2025
Deadline: 8/22/2025 05:00 PM (CT)
Notes: Bidders are strongly encouraged to submit their bids electronically through use of Cit-E-Bid or in person - hand delivery. Mailed Proposals (i.e. USPS, FedEx, UPS), telegraphic, emails or facsimile proposals will not be considered.

Bids can be hand delivered to City Secretary Office, 1110 Houston St., 3rd. Floor, Laredo, Texas 78040 or submitted through Cit-E-Bid system until 5:00 P.M. on August 22, 2025 and all submitted bids received will be opened and publicly acknowledged at 10:00 A.M. on August 25, 2025.

The City of Laredo has established a local vendor preference ordinance 2018-O-175. All informal and formal Requests for bids for contracts will be evaluated with a 5% preference for local vendors.

Vendors/contractors submitting hand-delivered bids to the City Secretary's Office on the due date must allow sufficient time for check-in at the City Hall reception desk. The City is not responsible for any delays caused by the check-in process. Bids will not be accepted after the specified deadline, regardless of circumstances. Please plan accordingly to ensure timely submission.

The City of Laredo reserves the right to reject any and all proposals, and to waive any minor irregularities.

Contact Information

Contact: Tania Herrera
Address: Purchasing Division
5512 Thomas Ave
Laredo, TX 78041
Phone: (956) 794-1734
Email: therrera1@ci.laredo.tx.us

Victorias Place Catering Information

Contact: Cesar Madrigal
Address: 1110 Davis Ave.
Laredo, TX 78040
Phone: (956) 285-5665
Email: victoriasplacecatering@hotmail.com

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

Cesar Madrigal
Signature

victoriasplacecatering@hotmail.com
Email

Submitted at 8/21/2025 06:11:23 PM (CT)

Requested Attachments

Conflict of Interest Form

Conflict of Interest 2025 bid.pdf

Vendor needs to address if there is a conflict of interest, CIQ form has to be submitted with your response.

Non-Collusive Affidavit Form

Affavid 2025.pdf

This form must be notarized and submitted with your response

Certificate of Interested Parties

No response

Form 1295 is to be submitted upon award of bid.

Proposal

proposal 2025.pdf

A proposal must be submitted based on the Submission requirements.

Bid Attributes

1 Addendum # 1 Acknowledgment

See Addendum #1 Notice Letter.

No Changes on Bid. Just Acknowledgment , correction on Bid Notes and adding Addendum Attribute #40.

Acknowledgement

2 Award by Best Value

Proposal will be awarded based on evaluated criteria and to the bidder who provides the best value to the City of Laredo and who's proposed price and other factors have been considered in accordance to the provisions of Chapters 252 and 271 of the State of Texas – Local Government Code.

I agree

3 Terms and Conditions for Request for Qualifications

• GENERAL TERMS AND CONDITIONS FOR STATEMENT OF QUALIFICATIONS

1. GENERAL CONDITIONS Interested firms (Respondents) are required to submit statements upon the following expressed conditions: A. Respondents shall thoroughly examine the specifications, schedule instructions and other contract documents. Once the award has been made, failure to read all specifications, instructions, and the contract documents, of the City shall not be cause to alter the original contract or for a Respondent to request additional compensation. B. Respondents shall make all investigations necessary to thoroughly inform themselves regarding the services being requested. No pleas of ignorance by the Respondent of conditions that exist or that may hereafter exist as a result of failure or omission on the part of the Respondent to make the necessary examinations and investigations, or failure to fulfill in every detail the

requirements of the contract documents, will be accepted as a basis for varying the requirements of the City or the compensation to the Respondent. C. Respondents are advised that City contracts are subject to all legal requirements provided for in the City Charter and/or applicable City Ordinances, State and Federal Statutes.

2. PREPARATION OF SUBMITTALS Submittals shall be prepared in accordance with the following: A. For hand delivered submittals only, all information required by the RFQ form shall be furnished. The Respondent shall print or type the business name and manually sign the schedule. For Electronic submittals, this information shall be submitted electronically on Cit-E-Bid system. If vendor submits both manual and electronic bids, the electronic bid will replaced the manual bid and shall be considered the only valid bid. B. Alternate Proposals will not be considered unless authorized by the invitation for proposals or any applicable addendum.

3. DESCRIPTION OF SUPPLIES Not applicable for this request.

4. SUBMISSION OF HAND DELIVERED STATEMENTS A. Statement of qualifications and changes thereto shall be enclosed in sealed envelopes, properly addressed and to include the date and hour of the opening. B. Unless otherwise noted on the Notice to Respondents cover sheet, all hand delivered statements of qualifications must be submitted to the Office of the City Secretary, City Hall, 1110 Houston Street, Laredo, Texas 78040. C. SOQ forms can be downloaded and printed through Cit-E-Bid. **Mailed Bids (i.e. USPS, FedEx, UPS), telegraphic, emails or facsimile bids will not be considered.** D. The City shall pay no costs or other amounts incurred by any entity in responding to this RFQ, or as a result of issuance of this RFQ.

5. REJECTION OF STATEMENT OF QUALIFICATIONS. The City may reject an SOQ if: A. Respondent misstates or conceals any material fact in the SOQ. B. SOQ does not strictly conform to the law or the requirements of the SOQ. C. Respondent is in arrears on existing contracts or taxes with the City of Laredo. D. In the event that a Respondent is delinquent in the payment of City of Laredo taxes on the day the SOQ is opened, including state and local taxes, such fact may constitute grounds for rejection of the SOQ or cancellation of the contract. A Respondent is considered delinquent, regardless of any contract or agreed judgments to pay such delinquent taxes E. No SOQ 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. Respondent will submit such reports as the City may therefore require assuring compliance with said practices. F. The City may reject all SOQs or any part of an SOQ whenever it is deemed necessary.

6. WITHDRAWAL OF STAMENT OF QUALIFICATIONS SOQs may not be withdrawn after they have been publicly opened, unless approved by the City Council.

7. LATE PROPOSALS OR MODIFICATIONS SOQs and modifications received after the time set for the proposal receiving deadline will not be considered. Late proposals will be returned to the Respondent unopened.

8. CLARIFICATIONS OR OBJECTION TO STATEMENT OF QUALIFICATIONS If any person contemplating submitting an SOQ for this contract is in doubt as to the true meaning of the specifications, or other SOQ documents or any part thereof, they may submit to the City Purchasing Agent. All requests for information shall be made in writing through email or Question & Response section on Cit-E-Bid system no later than seven (7) days prior to the scheduled date for opening to : CITY OF LAREDO PURCHASING AGENT Jaime Zapata 5512 Thomas Avenue Laredo, TX 78041; email: jezapata@ci.laredo.tx.us Any vendor submitting questions shall make reference to a specific RFQ 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 SOQ during the RFQ 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. The following sequence of activities must take place in filing a protest: 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 Purchasing Officer, the protesting Respondent must provide written protest to the City Purchasing Officer. Such protest must include specific reasons for the protest. To be performed by City's Purchasing Officer: Shall review the records of procurement and determine legitimacy and procedural correctness. With five (5) working days, the City Purchasing Officer shall provide written response to the protesting Respondent of the decision. 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. All protests must be duly submitted via Certified Mail to: City of Laredo - Purchasing Agent 5512

9. RESPONDENT DISCOUNTS Not applicable for this contract.

- **10. 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 selected will be the firm which, in the opinion of the City, is the best qualified. The professional fees under the contract may not exceed any maximum established by law. The Respondent shall bear the burden of proof of compliance with the City of Laredo specifications. A duly authorize purchase order number shall reference item/services description, item number, quantity and price. Invoices shall reference the assign purchase order number to avoid any duplication (2 CFR 200.318 (d)). Contract terms are the responsibility of the awarded vendor(s) and the respective City user department(s).

- **11. ENTIRE AGREEMENT**

(a) All covenants, conditions and agreement contained in the solicitation, are hereby made part of the Agreement to the same extent and with the force as is fully set forth herein. If and to the extent of this Agreement and the terms of this solicitation and supplier response conflict Terms & Conditions of this solicitation shall control.

12.. PAYMENTS & INVOICING All invoices to the City of Laredo have a 30-day term from receipt of completion of services. All invoices must show the purchase order number and invoices shall be legible. Invoices shall be mailed to the Accounts Payable Office, City Hall, P.O. Box 210, Laredo, Texas 78042. 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.

13. 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 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.

14. TITLE VI ASSURANCE 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 ensure 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.

15. In accordance to State of Texas, the City of Laredo follows State practices when awarding any and all competitive solicitations:

TEXAS ENGINEERING AND LAND SURVEYING PRACTICE ACTS AND RULES CONCERNING PRACTICE AND LICENSURE

OCCUPATIONS CODE TITLE 6. REGULATION OF ENGINEERING, ARCHITECTURE, LAND SURVEYING, AND RELATED PRACTICES SUBTITLE A. REGULATION OF ENGINEERING AND RELATED PRACTICES CHAPTER 1001. TEXAS BOARD OF PROFESSIONAL ENGINEERS AND LAND SURVEYORS

CHAPTER 137: COMPLIANCE AND PROFESSIONALISM

SUBCHAPTER C: PROFESSIONAL CONDUCT AND ETHICS

§137.53 ENGINEER STANDARDS OF COMPLIANCE WITH PROFESSIONAL SERVICES PROCUREMENT ACT

(a) A licensed engineer shall not submit or request, orally or in writing, a competitive bid to perform professional engineering services for a governmental entity unless specifically authorized by state law and shall report to the board any requests from governmental entities and/or their representatives that request a bid or cost and/or pricing information or any other information from which pricing or cost can be derived prior to selection based on demonstrated competence and qualifications to perform the services. (b) For the purposes of this section, competitive bidding to perform engineering services includes, but is not limited to, the submission of any monetary cost information in the initial step of selecting qualified engineers. Cost information or other information from which cost can be derived must not be submitted until the second step of negotiating a contract at a fair and reasonable cost. (c) This section does not prohibit competitive bidding in the private sector.

Source Note: The provisions of this §137.53 adopted to be effective May 20, 2004, 29 TexReg 4878; amended to be effective June 4, 2007, 32 TexReg 2996.

4 Insurance Terms and Conditions

INSURANCE REQUIREMENTS

If and when applicable or required by the contract, the successful bidder(s) shall furnish the City with original copies of valid insurance policies herein required upon execution of the contract and shall maintain said policies in full force and effect at all times throughout 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 must be written on an occurrence form. Contractual Liability must be maintained covering the Contractors obligations contained in the contract. The general aggregate limit must be at least two (2) times the each occurrence limit.
- (b) Workers Compensation insurance at statutory limits, including Employers Liability coverage a minimum limits 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) Professional Liability, Errors & Omissions coverage, with minimum limits of \$1,000,000 per claim/ \$2,000,000 annual aggregate. This coverage must be maintained for at least two years after the project is completed. If coverage is written on a claims-made basis, a policy retroactive date equivalent to the inception date of the contract (or earlier) must be maintained during the full term of the contract.
- (e) 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.
- (f) 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.
- (g) 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 an additional insured with respect to General Liability and Automobile Liability.
 - 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, 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.
- (h) 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 coverage's according to requirements and instructions

contained herein.

2. Shall specifically set forth the notice-of-cancellation or termination provisions to The City of Laredo.

- (i) Upon request, Contractor shall furnish The City of Laredo with certified copies of all insurance policies.
- (j) Certificates of insurance are always subject to review and approval from the City of Laredo Risk Management.
- (k) Specialty certificates and licenses must be inspected and verified for accuracy and validity before award of contract.
- (l) Awarded vendor is required to maintain current and active all: certifications, licenses, permits and/or insurance coverages, required to perform work, throughout the duration of this project/contract.

NON-CONSTRUCTION BIDS:

Insurance Requirements

The successful bidder(s) shall furnish the City with a 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, 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.

(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, 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.

CONSTRUCTION BIDS:

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.

(i) 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.

(j) 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.

(k) 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.

(l) 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.

(m) 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.

(n) 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. 13. 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.
4. 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.
5. 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.
6. Required limits may be satisfied by any combination of primary and umbrella liability insurances.
7. Contractor may maintain reasonable and customary deductibles, subject to approval by The City of Laredo.
8. 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.

(o) 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.

(p) 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 agree my insurance meets minimum requirements

5 Disqualification & Debarment Certification

DISQUALIFICATION & DEBARMENT CERTIFICATION By submitting this request for bids, proposal or 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 City will further verify debarment status through use of the federal website SAM.gov. The contract parties are further 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. Additionally, in accordance with Chapter 2270, Texas Government Code, a governmental entity may not enter into a contract with a company for goods or services unless the contract contains a written verification from the company that it: (1) does not boycott Israel; and (2) will not boycott Israel during the term of the contract.

The signatory executing this contract on behalf of company verifies that the company does not boycott Israel and will not boycott Israel during the term of this contract. S.B. 252 (V. Taylor/S. Davis) is a bill relating to government contracts with terrorists. The bill provides that: (1) a governmental entity, including a city, may not enter into a governmental contract with a company that is identified on a list prepared and maintained by the comptroller and that does business with Iran, Sudan, or a foreign terrorist organization; and (2) a company that the United States government affirmatively declares to be excluded from its federal sanctions regime relating to Sudan, its federal sanctions regime relating to Iran, or any federal sanctions regime relating to a foreign terrorist organization is not subject to the contract prohibition under the bill.

I certify to the terms and conditions

6 Contract Requirements

1.CODE OF ETHICS ORDINANCE Vendors doing business with the City of Laredo shall comply with all provisions of the City of Laredo's Code of Ethics (Ordinance, as amended). Vendors may be required to participate in Code of Ethics trainings.

1.2 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 Formal Bid, 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. The City of Laredo reserves the right to contact respondents and may require such contact as part of the evaluation process (for presentation, clarification) of bids and/or negotiation of RFP submittal(s) prior to the award of contract. If contact is required, such contact will be done in accordance with provisions of Chapter 252 and 271 of the Texas Local Government Code and procedures incorporated into the solicitation document. Violation of this provision by respondents or their agents may lead to disqualification of their offer from consideration.

1.3 NON-COLLUSIVE AFFIDAVIT (Form can be downloaded and submitted through Cit-E-Bid system) The City may require that vendors submit a Non-Collusive Affidavit. The vendor 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 Bidder has not colluded, conspired, connived or agreed, directly or indirectly, with any 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 Bidder, or to fix any overhead, profit or cost element of said bid price, or of that of any other 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.

1.4 CONTRACT DISCLOSURE FORMS (This is submitted through Cit-E-Bid system) The City of Laredo requires the following forms to be completed as a part of this bid for consideration; 1. Company Information Questionnaire, 2. Signed Price Schedule, 3. Conflict of Interest Questionnaire, 4. Non-Collusive Affidavit 5. Discretionary Contracts Disclosure 6. Certificate of Interested Parties (Form 1295) ****Upon Award of RFP Only****

1.5 CONFLICT OF INTEREST FORMS (This is submitted through Cit-E-Bid system) Conflict of Interest Disclosure: A form disclosing potential conflicts of interest involving counties, cities, and other local government entities may be required to be filed after January 1, 2006, by vendors or potential vendors to local government entities. The new requirements are set forth in Chapter 176 of the Texas Local Government Code added by H.B. No. 914 of the last Texas Legislature.

1.6 TEXAS ETHICS COMMISSION (Form 1295, Form can be downloaded and submitted through Cit-E-Bid system) Certificate of Interested Parties (Form 1295) 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/tec/1295-Info.htm> 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.

Changes to Form 1295:

Changes to the law requiring certain businesses to file a Form 1295 are in effect for contracts entered into or amended on or after January 1, 2018. The changes exempt businesses from filing a Form 1295 for certain types of contracts and replace the need for a completed Form 1295 to be notarized. Instead, the person filing a 1295 needs to complete an "unsworn declaration."

I have read and understand this section

7	<p>Byrd Anti-Lobbying Amendment (31 U.S.C. 1352)</p> <p>Byrd Anti-Lobbying Amendment (31 U.S.C. 1352)</p> <p>Contractors that apply or bid for an award exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.</p> <p><input checked="" type="checkbox"/> I have read and understand this section</p>
8	<p>Questionnaire Description</p> <p>"The undersigned affirms that they are duly authorized to execute this contract, that this company, corporation, firm, partnership or individual has not prepared this bid in collusion with any other bidder, and that the contents of this bid as to prices, terms or conditions of said bid have not been communicated by the undersigned nor by any employee or agent to any other person engaged in this type of business prior to the official opening of this request. By submitting this bid the vendor agrees to the City of Laredo specifications and all terms and conditions stipulated in the proposed document. That I, individually and on behalf of the business named in this Business Questionnaire, do by my signature below, certify that the information provided in the questionnaire is true and correct ".</p>
9	<p>Name of Offeror (Business) and Name & Phone Number of Authorized Person to sign bid</p> <p>Victorias Place Catering / Cesar Madrigal / 956-285-5665</p>
10	<p>State how long under has the business been in its present business name</p> <p>17 years</p>
11	<p>If applicable, list all other names under which the Business identified above operated in the last five years</p> <p>Victorias Catering just for marketing purposes.</p>
12	<p>State if the Company is a certified minority business enterprise</p> <p>The below information is requested for statistical and tracking purposes only and will not influence the amount of expenditure the City will make with any given company.</p>
13	<p>Questions Part 1</p> <p>1) Is any litigation pending against the Business? 2) Has the Business ever been declared "not responsive" for the purpose of any governmental agency contract award? 3) Has the Business been debarred, suspended, proposed for debarment, suspended, proposed for debarment, declared ineligible, voluntarily excluded, or other wise disqualified from bidding, proposing or contracting? 4) Are there any proceedings, pending relating to the Business responsibility, debarment, suspension, voluntary exclusion, or qualification to receive a public contract? 5) Has the government or other public entity requested or required enforcement of any of its rights under a surety agreement on the basis of default or in lieu of declaring the Business at default?</p> <p>No</p>
14	<p>Questions Part 2</p> <p>1) Is the Business in arrears in any contract or debt? 2) Has the Business been a defaulter, as a principal, surety, or otherwise? 3) Have liquidated damages or penalty provisions been assessed against the Business for failure to complete work on time or any other reason?</p> <p>No</p>
15	<p>State if the Company is a certified minority business enterprise</p> <p>This company is not a certified minority business</p>

16 **Conflict of Interest Disclosure**
A form disclosing potential conflicts of interest involving counties, cities, and other local government entities may be required to be filed after January 1, 2006, by vendors or potential vendors to local government entities. The new requirements are set forth in Chapter 176 of the Texas Local Government Code added by H.B. No. 914 of the last Texas Legislature. Companies and individuals who contract, or seek to contract, with the City of Laredo and its agents may be required to file with the City Secretary's Office, 1110 Houston Street, Laredo, Texas 78040, a Conflict of Interest Questionnaire that describes affiliations or business relationships with the City of Laredo officers, or certain family members or business relationships of the City of Laredo officer, with which such persons do business, or any gifts in an amount of \$250.00 or more to the listed City of Laredo officer (s) or certain family members. The new requirements are in addition to any other disclosures required by law. The dates for filing disclosure statements begin on January 1, 2006. A violation of the filing requirements is a Class C misdemeanor. The Conflict of Interest Questionnaire (Form CIQ) may be downloaded from http://www.ethics.state.tx.us/whatsnew/conflict_forms.htm. The City of Laredo officials who come within Chapter 176 of the Local Government Code relating to filing of Conflicts of Interest Questionnaire (Form CIQ) include: 1. Mayor 2. Council Members 3. City Manager 4. Members of the Fire Fighters and Police Officers Civil Service Commission. 5. Members of the Planning and Zoning Commission. 6. Members of the Board of Adjustments 7. Members of the Building Standards Board 8. Parks & Leisure Advisory Committee Member, 9. Historic District Land Board Member, 10. Ethics Commission Board Member, 11. The Board of Commissioners of the Laredo Housing Authority 12. The Executive Director of the Laredo Housing Authority 13. Any other City of Laredo decision making board member If additional information is needed please contact Enrique Aldape III, Interim Purchasing Agent at 956-794-1733.

17 **Conflict of Interest Questionnaire Form CIQ**
For vendor or other person doing business with local governmental entity. This questionnaire reflects changes made to the law by H.B. 1491, 80th Leg., Regular Session. This questionnaire is being filed in accordance with Chapter 176, Local Government Code by a person who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the person meets requirements under Section 176.006(a). By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the person becomes aware of facts that require the statement to be filed. See Section 176.006, Local Government Code. A person commits an offense if the person knowingly violates Section 176.006, Local Government Code. An offense under this section is a Class C misdemeanor.

18 **Conflict of Interest Questionnaire**
Vendor is required to submit Conflict of Interest Form for bid to be considered complete. Have you submitted your completed Conflict of Interest Form with your response?

19 **Disclosure Form**
For details on use of this form, see Section 4.01 of the City's Ethics Code.

20 **This is a**

21 **Question 1. Name of person submitting this disclosure form**
Please include First Name, Middle Initial, Last Name and Suffix (if applicable)

22 **Question 2. Contract Information**
Please include the following: a)Contract or Project Name b)Originating Department

23 **Question 3. Name of individual(s) or entity(ies) seeking a contract with the city (i.e. parties to the contract)**

2 4	<p>Question 4. List any business entity(ies) that is a partner, parent, subsidiary business entity(ies) of the individual or entity listed in Question 3.</p> <p><input type="text" value="Not Applicable"/></p>
2 5	<p>Question 4. List any business entity(ies) that is a partner, parent, subsidiary business entity(ies) of the individual or entity listed in Question 3</p> <p>If you selected Not Applicable on Question 4, skip this section. If it applies to you, please list the name of partner, parent, or subsidiary business entity(ies) in this section.</p> <p><input type="text" value="No response"/></p>
2 6	<p>Question 5. List any individuals or entities that will be subcontractors on this contract</p> <p><input type="text" value="Not Applicable"/></p>
2 7	<p>Question 5. List any individuals or entities that will be subcontractors on this contract</p> <p>If you selected Not Applicable on Question 5, please skip this section. If it applies to you, please list subcontractors in this section.</p> <p><input type="text" value="No response"/></p>
2 8	<p>Question 6. List any attorneys, lobbyists, or consultants that have been retained to assist in seeking this contract</p> <p><input type="text" value="Not Applicable"/></p>
2 9	<p>Question 6. List any attorneys, lobbyists, or consultants that have been retained to assist in seeking this contract</p> <p>If selected Not Applicable on question 6, please skip this section. If it applies to you, please list attorneys, lobbyists, or consultants that have been retained to assist in seeking this contract.</p> <p><input type="text" value="No response"/></p>
3 0	<p>Question 7. Disclosure of political contributions</p> <p>List any campaign or officeholder contributions made by the following individuals in the past 24 months totaling more than \$100 to any current member of City Council, former member of City Council, any candidate for City Council, or to any political action committee that contributes to City Council elections. a) Any individual seeking contract with the city (Question 3) b) Any owner or officer of entity seeking contract with the city (Question 3) c) Any individual or owner or officer of any entity listed above as partner, parent, or subsidiary business (Question 4) d) Any subcontractor or owner/office of subcontracting entity for the contract (Question 5) e) The spouse of any individual listed in response to (a) through (d) above f) Any attorney, lobbyist, or consultant retained to assist in seeking contract (Question 6)</p> <p><input type="text" value="Not Applicable"/></p>
3 1	<p>Question 7. Disclosure of political contributions</p> <p>If you selected Not Applicable on question 7, please skip this section. If it applies to you, please list all contributors in this section.</p> <p><input type="text" value="No response"/></p>
3 2	<p>Updates on contributions required</p> <p>Information regarding contributions must be updated by submission of a revised form from the date of the submission of this form, up through the time City Council takes action on the contracts identified in response to Question 2 and continuing for 30 calendar days after the contract has been awarded.</p>

3 3	Question 8. Disclosure of Conflict of Interest Are you aware of any fact(s) with regard to this contract that would raise a “conflict of interest” issue under Section 2.01 of the Ethics Code for any City Council member or board/commission member that has not or will not be raised by these city officials? <input type="text" value="I am not aware of any conflict of interest"/>
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3 4	8. Disclosure of Conflict of Interest If you selected I am aware of conflict of interest in question 8, please list them in this section. <input type="text" value="No response"/>
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3 5	Question 9. Updates Required I understand that this form must be updated by submission of a revised form if there is any change in the information before the discretionary contract is the subject of action by the City Council, and no later than five (5) business days after any changes has occurred, whichever comes first. This include information about political contributions made after the initial submission and up until thirty (30) calendar days after the contract has been awarded. <input checked="" type="checkbox"/> I have read and understand this section
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3 6	Question 10. No Contact with City Officials or Staff during Contract Evaluation I understand that a person or entity who seeks or applies for city contract or any other person acting on behalf of that person or entity is prohibited from contacting city officials and employees regarding the contract after a Request for Proposal (RFP), Request for Qualifications (RFQ), or other solicitation has been released. This no-contact provision shall conclude when the contract is posted as a City of Laredo Council agenda item. If contact is required with city officials or employees, the contact shall take place in accordance with procedures incorporated into the solicitation documents. Violation of this prohibited contacts provision set out in Section 2.09 of the Ethics Code by respondents or their agents may lead to disqualification of their offer from consideration. <input checked="" type="checkbox"/> I have read and understand this section
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3 7	Question 11. Conflict of Interest Questionnaire (CIQ) Chapter 176 of the Local Government Code requires contractor and vendors to submit a Conflict of Interest Form (CIQ) to the Office the of City Secretary. <input checked="" type="checkbox"/> I have acknowledge that I have been advised
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3 8	Question 11. Oath Please complete in this section the required information for your company: 1) Name 2) Title 3) Company or DBA 4) Date <input type="text" value="Cesar O. Madrigal / CEO / 08-21-2025"/>
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3 9	Question 12. Oath I swear or affirm that the statements contained in this Discretionary Contracts Disclosure Form, including any attachments, to the best of my knowledge and belief are true, correct, and complete. <input checked="" type="checkbox"/> I swear or affirm information is correct
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4 **Addendum**

0

The City of Laredo reserves the right to issue addenda to solicitations as necessary. Addenda are used to clarify, revise, or otherwise modify solicitation documents. All submitting parties are responsible for acknowledging receipt of each addendum issued. Failure to acknowledge any issued addendum will result in the submission being returned and considered incomplete.

Important Notice:

- Addendum notifications will be sent to the email address associated with each submission.
- It is the submitting party's responsibility to monitor the provided email address and ensure that all addenda are received and acknowledged.
- Failure to acknowledge any issued addendum will result in the submission being returned and considered incomplete.

Acknowledge

4 ***Attribute deleted as part of an Addendum***

1

Bid Lines

1

The City of Laredo is now accepting sealed proposals, subject to the Terms and Conditions of this Request for Qualifications solicitation (and other contract provisions), to award a contract for Catering Services for the City of Laredo Detoxification Center/Roots Recovery Center.
Proposals can be hand delivered to City Secretary Office, 1110 Houston St., 3rd. Floor, Laredo, Texas 78040 or submitted through Cit-E-Bid system until 5:00 P.M. on August 22, 2025 and all submitted proposals received will be opened and publicly acknowledged at 10:00 A.M. on August 25, 2025.

2

QUALIFICATIONS SUBMITTAL:

Qualifications shall include the following information:

Company Profile: Respondent shall provide a brief profile of their company; include designation of the legal entity by which business operates (sole proprietor, partnership, corporate, LLC, etc.); type of ownership (small business, small disadvantaged business or W/MBE business).

Qualifications/Experience: The respondent shall provide a narrative of the vendor's qualities and capabilities that demonstrates how the vendor will work with the City to fulfill the requirements of these services.

Past Performance: working with public entities, local governments.

Proposal: Response documents should provide a straightforward, concise description of the vendor's capabilities to satisfy the requirements and specification of the RFQ and criteria. Emphasis should be on completeness, clarity of content, and conveyance of the information requested by the City.

3 EVALUATION PROCESS:
City of Laredo shall award a contract to a Respondent on the basis of demonstrated competence and qualifications to perform the services according to the State of Texas, as defined by Tex. Gov't Code, Section 2254.003.

SELECTION/EVALUATION/RANKING CRITERIA The respondent's RFQ will be evaluated based on the criteria presented below.

1. Capability to perform all of the services required on the scope of work services - 30 Points
 2. Past experience comparable to the proposed scope of services - 20 Points
 3. Reputation for personal and professional integrity and competence - 20 Points
 4. Professional background and caliber of key personnel - 10 Points
 5. Current workload - 10 Points
 6. Pricing – 10 Points
- TOTAL: 100 POINTS

4 AWARD OF BID:
Proposal will be awarded based on the evaluated criteria and to the bidder who provides the best value to the City of Laredo and who's proposal have been considered in accordance to the provisions of Chapters 252 and 271 of the State of Texas – Local Government Code.

The City's obligation for performance of this bid is contingent upon the availability of funds from which payments for the contract purchases can be made. If no funds are appropriated and budgeted during the next fiscal year, this bid becomes null and void. The City of Laredo reserves the right to reject any and all proposals, and to waive any minor irregularities, as well as the right to determine the bid most advantageous to the City. The City reserves the right to renew or rebid this request for bids, if the appropriated funds initially approved by City Council are exhausted before the contract expiration date.

5 TERM OF CONTRACT:
The term of this contract shall be for a period of two (2) years beginning as of the date of its execution. The contract may be extended for an additional one (1) two (2) year period each upon mutual agreement of the parties. Upon mutual agreement to extend the contract for an additional one (1) year period, both parties must notify each other in writing no later than sixty (60) days before the expiration of the prior term. Such notification shall be effective upon actual receipt by the City. It is expressly understood by the parties that any such extension of this contract is entirely revocable at the City's discretion and is contingent upon the agreement and acceptance by the City Council. All annual contracts shall bound by the terms of the RFQ documents. In the event a new contract cannot be executed on the anniversary date of the original term or renewal term, the contract may be renewed month to month until a new contract is executed.

6 SCOPE OF WORK:

Roots Recovery Center, a 24/7 facility, is seeking to procure catering services for individuals experiencing substance abuse withdrawals.

The focus of these services is to provide balanced and nutritious meals to support the healing process of our patients. Here are the specific requirements:

1. Meal Provision: The selected catering service must be capable of providing 3 meals per day, 365 days a year, including Holidays. The meal counts are as follows:

Breakfast: 308 meals

Lunch: 298 meals

Dinner: 238 meals

2. Menu: The catering service is expected to offer a two-week sample menu that demonstrates their ability to provide healthy, balanced meals.

3. Liquid Diet Alternative: A liquid diet alternative is required for each meal (Breakfast, Lunch, and Dinner) to accommodate those who are not able to eat a full meal.

4. Delivery Services: The catering service should include delivery services for every meal, ensuring that meals are delivered and set up 30 minutes prior to the following meal times:

Breakfast: 8:00 am

Lunch: 12:30 pm

Dinner: 6:00 pm

5. Equipment: The catering service should provide coolers, serving warmers, and platters for meal service. They are also responsible for picking up serving equipment after each meal. Additionally, we are seeking an appropriately qualified and experienced professional catering company that can offer independent and reliable catering services. Proof of Liability Insurance is a mandatory requirement, and we will request an annual fee for the provision of services.

Item Notes: Include pricing in the Proposal

Response Total: 0

City of Laredo

City Council

Meeting Date: 10/20/2025

Consent Agenda 3.

SUBJECT

Consideration to award a design/build contract to Nature Trails NC, LLC, Brevard, North Carolina for the Shiloh Bike Trails Improvements Project in response to RFQ FY25-ENG-19 for the amount not to exceed \$770,000.00, which includes design plans, specifications, and construction. Funding is available in 2023, 2024, and 2025 Certificate of Obligation Bonds from District 6 and 8 Priority Funds.

VIVA LAREDO PLAN ALIGNMENT

Alignment Rating: Strong

Supporting goal(s)/policy(ies):

Policy 8.1.3 "Develop and expand the trail system to connect parks, open spaces, schools, neighborhoods, and community facilities."

Policy 4.2.1 "Street design standards should provide safe, accessible, and meaningful travel choices - driving, walking, bicycling, and public transit."

Summary of alignment:

The Shiloh Bike Trails Improvements Project demonstrates strong alignment with the Viva Laredo Comprehensive Plan. It directly fulfills multiple verbatim policies and goals that emphasize expanding parks and trails, connecting community facilities through active transportation, and promoting healthier lifestyles.

PREVIOUS COUNCIL ACTION

On July 21, 2025, approved of the selection of the top ranked consultant for the RFQ FY25-ENG-19 Shiloh Bike Trails Improvements (Design-Build) Project; and authorization to negotiate a professional services contract. A total of (2) firms responded to the request for qualifications and presented before the evaluation committee on Wednesday, June 25, 2025. The committee recommends the selection of Nature Trails NC, LLC, Brevard, North Carolina.

1. Nature Trails NC, LLC, Brevard, North Carolina
2. Crane Engineering, Laredo, Texas

BACKGROUND

Two (2) firms responded to the request for qualification on May 14, 2025 at 4:00PM as follows:

1. Nature Trails NC, LLC, Brevard, North Carolina
2. Crane Engineering, Laredo, Texas, in association with:
ABBA Construction, LLC, Laredo, Texas

The City of Laredo will solicit and receive statement of qualifications (SOQ's) for a Design-Build project from qualified firms interested in providing professional services including, but not limited to, design, preparation of plans, specifications, estimates, necessary permits and construction of redesign, reorganization, and reconstruction of mountain bike trails, various types of crossing

structures such as trail bridges, boardwalks and culvert pipes, signage and trailhead kiosks, restroom facilities, parking lot and other features to be located at 9001 Livingston Dr. and extending to North Central Park, located at 10202 International Blvd., crossing under McPherson Rd. The Consultant is cautioned to refer to other sections of this Request for Qualifications (RFQ) packet for further details. Every aspect of work shall be included as obvious or implied as necessary to make the work complete and fully operational (Turn-key project).

COMMITTEE RECOMMENDATION

NA

STAFF RECOMMENDATION

Approval of this motion.

Fiscal Impact

Fiscal Year:	2026
Budgeted Y/N?:	Y
Source of Funds:	2023, 2024, and 2025 CO Bonds
Account #:	Various
Change Order: Exceeds 25% Y/N:	N/A

FINANCIAL IMPACT:

Funding is available in the District 6 and 8 Priority Funds.

District	Account	Project	Amount
District 6	478-3118-555-9301	D62004	\$500,000.00
District 8	476-3118-555-9301	D82506	255,744.00
District 8	477-3118-555-9301	D82506	14,256.00
			\$770,000.00

Shiloh Park Trail Design/Build Fee Structure

Total Fees

Task 1 - Site Exploration and Existing Conditions Assessment

Exploration and documentation of existing site conditions. Scope Items: boundary location, 1ft contour maps processed with public data, stormwater flow analysis, development infrastructure inventory, resource inventory, GIS file preparation.

Lump Sum ----- \$14,000

Task 2 - Trail Master Planning (Conceptual Design, All Phases)

Identifying opportunities and constraints of the site. Coordinating with stakeholders, floodplain coordinator, and local advocates to navigate challenges and ideate a destination worthy trail system. Phase focus to be traffic flow, feature conceptualization, connectivity, mileage, and phasing.

Lump Sum ----- \$40,000

Task 3 - Construction Documents & Permitting (Phase 1, as needed)*

Developing full plan documents with site plan, elevations, feature details, material selections, structural engineering, erosion control plan, wayfinding design, specifications, and survey flagging of trail alignments. Phase focus to refine all designs to eliminate ambiguity and clearly defined construction and quality standards.

Lump Sum ----- \$23,000

Task 4 - Construction (Phase 1, as needed)*

Constructing up to 6 miles of trail, bridges, and skills features as identified and detailed in the design process. Final design To Be Determined and construction work to be billed based on units quantified in design documents and approved by stakeholders.

Estimated (see unit prices) ----- \$693,000

GUARANTEED MAXIMUM PRICE (Phase 1) ----- \$770,000*

** Note: During the master planning process, opportunities may be identified for trail system expansions and enhancements above and beyond the available budget. If identified, Nature Trails may provide conceptual designs and recommendations to be pursued in future phases of work outside of this contract / budget.*

Payment Schedule:

- Monthly Progress Payments - NET 30

2025 Construction Services Unit Prices

Description	Unit	Price*
Mobilization Fees	EA	5%
Bonding	EA	2%
Site Clearing & Prep Work	AC	\$10,000.00
Imported Structural Fill Dirt	TN	\$60.00
Imported Recycled Concrete Fill	TN	\$80.00
Imported DOT Roadbase Fill	TN	\$100.00
Native Rock Armoring	SF	\$35.00
Imported Rock Armoring	SF	\$50.00
Soil Stabilization	GA	\$150.00
Chip Seal (after grading and base install)	SF	\$4.50
Trail Armor	SF	\$2.50
Trail Grading - Multiuse 0-25% average sideslope	LF	\$9.00
Trail Grading - Multiuse 25-50% average sideslope	LF	\$10.00
Trail Grading - Multiuse 50+% average sideslope	LF	\$12.00
DH Trail Grading - Technical Terrain	LF	\$15.00
Flow Trail Grading - Jumps, Berms, Rollers - Beginner	LF	\$15.00
Flow Trail Grading - Jumps, Berms, Rollers - Intermediated	LF	\$17.00
Flow Trail Grading - Jumps, Berms, Rollers - Advanced	LF	\$19.00
Jump Park Grading - Beginner (dirt excluded)	LF	\$15.00
Jump Park Grading - Intermediate (dirt excluded)	LF	\$20.00
Jump Park Grading - Advanced (dirt excluded)	LF	\$25.00
Dual Slalom Grading (dirt excluded)	LF	\$50.00
Pump Track Grading (fill excluded)	SF	\$10.00
Fine Grading / Sculpting (fill excluded)	SF	\$7.00
Asphalt Shaping	SF	\$18.00
Typical Turn-key Asphalt Pump Track - 5,000sqft Area (grading, drainage, fill, shaping, asphalt, landscaping)	LS	\$200,000.00
Typical Turn-key Asphalt Pump Track - 7,500sqft Area (grading, drainage, fill, shaping, asphalt, landscaping)	LS	\$300,000.00
Typical Turn-key Asphalt Pump Track - 10,000sqft Area (grading, drainage, fill, shaping, asphalt, landscaping)	LS	\$400,000.00
Topsoil	CY	\$50.00
Seed and straw	SF	\$0.25

Sod	SF	\$6.00
Rubberized surfacing - 2"	SF	\$15.00
Crushed Stone Surfacing - 3"	SF	\$10.00
Custom Cedar Skills Features	SF	\$120.00
Custom Steel / Cedar Skills Features	SF	\$175.00
SYP Timber Bridges (up to 20ft)	SF	\$80.00
Cedar Timber Bridges (up to 20ft)	SF	\$120.00
Steel / Cedar Bridges (up to 30ft)	SF	\$200.00
FRP Bridges (up to 35ft)	LF	\$2,000.00
Timber Sills	EA	\$500.00
Stone Sills	EA	\$1,500.00
Concrete Abutments	CY	\$700.00
Silt Fence	LF	\$8.00
Silt Sock	LF	\$6.00
Tree Protection Fence	LF	\$4.00
Temporary Facilities	EA	7%
Wayfinding	EA	5%

Prefabricated Skills Features

Bike Park Roll In	PN	Height (ft)	Width (ft)		List Price
Bike Park Roll-Ins are prefabricated features that allow riders to gain speed from an elevated earthen platform.	RI-0001-GL	3	1.5		\$2,000.00
	RI-0002-GL	3	3		\$2,500.00
	RI-0003-GL	3	6		\$2,750.00
Single Roller	PN	Height (ft)	Width (ft)		List Price
A Single Roller is an individual feature that can be integrated into a natural surface trail.	ROL-1-0001-GL	2	1.5	Single Roller	\$3,000.00
	ROL-1-0002-GL	2	3	Single Roller	\$4,000.00
	ROL-1-0003-GL	2	6	Single Roller	\$5,000.00
	ROL-1-0004-GL	4	1.5	Single Roller	\$5,250.00
	ROL-1-0005-GL	4	3	Single Roller	\$7,000.00
	ROL-1-0006-GL	4	6	Single Roller	\$8,750.00
Double Roller	PN	Height (ft)	Width (ft)		List Price
A Double Roller is an individual feature that can be used integrated into a natural surface trail.	ROL-2-0001-GL	2	1.5	Double Roller	\$4,500.00
	ROL-2-0002-GL	2	3	Double Roller	\$6,000.00
	ROL-2-0003-GL	2	6	Double Roller	\$7,500.00
	ROL-2-0004-GL	4	1.5	Double Roller	\$7,875.00
	ROL-2-0005-GL	4	3	Double Roller	\$10,500.00
	ROL-2-0006-GL	4	6	Double Roller	\$13,125.00
Triple Roller	PN	Height (ft)	Width (ft)		List Price

A Triple Roller is an individual feature that can be integrated into a natural surface trail.	ROL-3-0001-GL	2	1.5	Triple Roller	\$6,750.00
	ROL-3-0002-GL	2	3	Triple Roller	\$9,000.00
	ROL-3-0003-GL	2	6	Triple Roller	\$11,250.00
	ROL-3-0004-GL	4	1.5	Triple Roller	\$11,812.50
	ROL-3-0005-GL	4	3	Triple Roller	\$15,750.00
	ROL-3-0006-GL	4	6	Triple Roller	\$19,687.50
A Frame					
	PN	Height (ft)	Width (ft)	Length (ft)	List Price
An A Frame is a individual feature that is elevated in the center for riders to ride over. This can be used on a natural surface trail.	AF-0001-GL	1	1.5	6	\$1,100.00
	AF-0002-GL	1	3	6	\$1,600.00
	AF-0003-GL	1	6	6	\$2,100.00
	AF-0004-GL	2	1.5	6	\$1,375.00
	AF-0005-GL	2	3	6	\$2,000.00
	AF-0006-GL	2	6	6	\$2,625.00
Berm					
	PN	Height (ft)	Width (ft)	Length (ft)	List Price
A Berm is an individual feature that allows riders to change direction while maintaining speed on a natural surface trail	BER-0001-GL	6	6	20	\$7,500.00
	BER-0002-GL	8	8	26	\$9,500.00
Anaconda Single					
	PN	Height (ft)	Width (ft)	Length (ft)	List Price
Anacondas are designed to create curving undulation, allowing riders to work around a slowing feature that starts and ends in the same direction.	SN-1-0001-GL	1	1.5	55	\$6,000.00
	SN-1-0002-GL	1	3	55	\$9,000.00
	SN-1-0003-GL	1	6	55	\$13,500.00
	SN-1-0004-GL	2	1.5	55	\$7,500.00
	SN-1-0005-GL	2	3	55	\$11,250.00
	SN-1-0006-GL	2	6	55	\$16,875.00
	SN-1-0007-GL	3	1.5	55	\$9,375.00
	SN-1-0008-GL	3	3	55	\$14,062.50
	SN-1-0009-GL	3	6	55	\$21,093.75

Anaconda Double	PN	Height (ft)	Width (ft)	Length (ft)	List Price
Anacondas are designed to create curving undulation, allowing riders to work around a slowing feature that starts and ends in the same direction. A Double Anaconda features two curves back and forth in its length.	SN-2-0001-GL	1	1.5	65	\$7,500.00
	SN-2-0002-GL	1	3	65	\$11,250.00
	SN-2-0003-GL	1	6	65	\$16,875.00
	SN-2-0004-GL	2	1.5	65	\$21,093.75
	SN-2-0005-GL	2	3	65	\$26,367.19
	SN-2-0006-GL	2	6	65	\$32,958.98
	SN-2-0007-GL	3	1.5	65	\$41,198.73
	SN-2-0008-GL	3	3	65	\$51,498.41
	SN-2-0009-GL	3	6	65	\$64,373.02
Y Single	PN	Height (ft)	Width (ft)	Length (ft)	List Price
Y Single features are designed with a single skinny at one end that branches into two options for riders to leave from. These are a way to split riders on to separate trails.	YS-0001-GL	1	1.5	55	\$6,000.00
	YS-0002-GL	1	3	55	\$9,000.00
	YS-0003-GL	1	6	55	\$13,500.00
	YS-0004-GL	2	1.5	55	\$7,500.00
	YS-0005-GL	2	3	55	\$11,250.00
	YS-0006-GL	2	6	55	\$16,875.00
	YS-0007-GL	3	1.5	55	\$9,375.00
	YS-0008-GL	3	3	55	\$14,062.50
	YS-0009-GL	3	6	55	\$21,093.75
Teeter Totter	PN	Height (ft)	Width (ft)	Length (ft)	List Price
Teeter Totters are a fun way to provide a dynamic experience for riders. As a rider rides up the ramp and gets to the center the riding surface pivots, allowing the rider to continue back to the trail surface.	TE-0001-GL	1	1.5	8	\$1,500.00
	TE-0002-GL	1	3	8	\$2,250.00
	TE-0003-GL	1	6	8	\$3,375.00
Drops	PN	Height (ft)	Width (ft)	Length (ft)	List Price
A Drop is a freestanding feature that introduces an abrupt mid-trail elevation change designed to allow for limited air time. These are best used in areas with existing natural	DRP-0001-GL	1	1.5	3	\$1,100.00
	DRP-0002-GL	1	3	3	\$1,600.00
	DRP-0003-GL	1	6	3	\$2,100.00
	DRP-0004-GL	2	1.5	6	\$1,375.00

grade change and with a shaped dirt landing. Can also be paired with a fabricated Landing (LZ Series).	DRP-0005-GL	2	3	6	\$2,000.00
	DRP-0006-GL	2	6	6	\$2,625.00
	DRP-0007-GL	3	1.5	8	\$1,718.75
	DRP-0008-GL	3	3	8	\$2,500.00
	DRP-0009-GL	3	6	8	\$3,281.25

On - Off Berm	PN	Height (ft)	Width (ft)	Length (ft)	List Price
On - Off Berms are intermediate-to-advanced features that allow riders to jump into and out of a curved and elevated berm. These are paired with Kickers and Landings (KIF and LZ Series parts) or dirt shaped landings.	OF-0001-GL	6	6	32	\$18,000.00

Kickers - Freestanding	PN	Height (ft)	Width (ft)	Length (ft)	List Price
Freestanding kickers are self-supporting ramps that allow riders to catch air.	KIF-0001-GL	4	3		\$3,100.00
	KIF-0002-GL	4	6		\$4,650.00
	KIF-0003-GL	6	3		\$5,812.50
	KIF-0004-GL	6	6		\$8,718.75
	KIF-0005-GL	8	3		\$10,898.44
	KIF-0006-GL	8	6		\$16,347.66

Kickers - Earth Supported	PN	Height (ft)	Width (ft)	Length (ft)	List Price
Earth Supported Kickers are supported by the shaped dirt in the landing. This is the preferred installation method as it is safer and a better user experience.	KIE-0001-GL	4	3		\$2,700.00
	KIE-0002-GL	4	6		\$4,050.00
	KIE-0003-GL	6	3		\$5,062.50
	KIE-0004-GL	6	6		\$7,593.75
	KIE-0005-GL	8	3		\$9,492.19
	KIE-0006-GL	8	6		\$14,238.28

Table Top	PN	Height (ft)	Width (ft)	Length (ft)	List Price
Table Top jumps are fully self supported structures that allow riders to jump from takeoff to landing with a flat deck surface in between. These may be used in areas where dirt cannot be moved for construction.	TT-0001-GL	4	6	16	\$22,000.00
	TT-0002-GL	4	8	16	\$27,500.00
	TT-0003-GL	8	8	20	\$31,625.00
	TT-0004-GL	13	8	24	\$33,206.25

On - Off Box	PN	Height (ft)	Width (ft)	Length (ft)	List Price
On - Off Boxes are like On - Off Berms but do not change direction. These are paired with Kickers and Landings (KIF and LZ Series parts) or dirt shaped landings.	OFB-0001-GL	4	8	30	\$16,000.00
	OFB-0002-GL	8	10	32	\$20,000.00
	OFB-0003-GL	13	10	36	\$25,000.00
Wall Berm	PN	Height (ft)	Width (ft)	Angle of Change	List Price
A Wall Berm is a curved wall positioned at a 20 degree angle from vertical, allowing riders to ride onto the surface to change direction.	WB-0001-GL	6	6	120 Deg	\$16,000.00
	WB-0002-GL	8	8	135 Deg	\$20,000.00
Wall Flat	PN	Height (ft)	Width (ft)	Length (ft)	List Price
A Wall Flat is a flat wall that allows riders to ride on the surface using their momentum. These are best used with a change in direction in the trail.	WF-0001-GL	6	6	20	\$14,000.00
	WF-0002-GL	8	8	26	\$17,500.00
Whale Tail	PN	Height (ft)	Width (ft)	Length (ft)	List Price
Whale Tail is a feature that allows riders to turn and jump in one movement. These start at ground level and end with riders jumping to a dirt shaped landing.	WT-0001-GL	6	6	20	\$18,000.00
	WT-0002-GL	8	8	26	\$20,700.00
Pumptrack Wall	PN	Height (ft)	Width (ft)	Angle of Change	List Price
Pumptrack Walls are built on top of a berm of a pump track. This feature allows more experienced riders to carry additional speed and have a more challenging option in the corner.	PTW-0001-GL	6	6	135 Deg	\$18,000.00
	PTW-0002-GL	8	8	180 Deg	\$22,500.00
Satellite Dish	PN	Height (ft)	Width (ft)	Length (ft)	List Price
The Satellite Dish is a unique feature that allows riders to jump in and out of a uniform dish. Dishes are paired with kickers and dirt shaped landings.	SD-0001-GL	20	20	20	\$25,000.00

Landings	PN	Height (ft)	Width (ft)	Length (ft)	List Price
Landings are fabricated landing areas for jumps and other features. While a dirt shaped landing is usually preferred, these may be used in areas where fill dirt is not appropriate.	LZ-0001-GL	3	5	10	\$2,200.00
	LZ-0002-GL	6	8	13	\$2,750.00
	LZ-0003-GL	9	8	16	\$3,437.50

Bench	PN	Height (ft)	Width (ft)	Length (ft)	List Price
Benches are great to include along trails and at the start of bike parks to give people a resting spot between activities.	BN-0001-GL	3	3	6	\$2,200.00
	BN-0002-GL	3	3	10	\$2,750.00

Bench - Curved	PN	Height (ft)	Width (ft)	Length (ft)	List Price
Curved Benches are great to include along trails and at the start of bike parks to give people a resting spot between activities.	BNC-0001-GL	3	3	6	\$2,800.00

Bike Parking	PN	Height (ft)	Width (ft)	Length (ft)	List Price
Bike Parking Rack allows for up to 6 bikes to be temporarily stored in one location.	BP-0001-GL	6	6		\$2,500.00

Parts in green form our bike park feature system, these parts bolt together to form unique features that can be customized to fit any terrain and location

Flat Sections	PN	Height (ft)	Width (ft)	Length (ft)	List Price
Flat sections for bike park skinny features	F-0001-GL	1	1.5	6	\$850.00
	F-0002-GL	1	3	6	\$950.00
	F-0003-GL	1	6	6	\$1,150.00
	F-0004-GL	2	1.5	6	\$900.00
	F-0005-GL	2	3	6	\$1,000.00
	F-0006-GL	2	6	6	\$1,200.00
	F-0007-GL	3	1.5	6	\$950.00
	F-0008-GL	3	3	6	\$1,050.00
	F-0009-GL	3	6	6	\$1,250.00
	F-0010-GL	1	1.5	10	\$1,360.00
	F-0011-GL	1	3	10	\$1,520.00

	F-0012-GL	1	6	10	\$1,840.00
	F-0013-GL	2	1.5	10	\$1,440.00
	F-0014-GL	2	3	10	\$1,600.00
	F-0015-GL	2	6	10	\$1,920.00
	F-0016-GL	3	1.5	10	\$1,520.00
	F-0017-GL	3	3	10	\$1,680.00
	F-0018-GL	3	6	10	\$2,000.00

15 Degree Left Turn Flat Sections	PN	Height (ft)	Width (ft)	Deg of Turn	List Price
15 Degree Turn Flat Left for bike park skinny features	FL-15-0001-GL	1	1.5	15 Deg Left	\$1,000.00
	FL-15-0002-GL	1	3	15 Deg Left	\$1,025.00
	FL-15-0003-GL	1	6	15 Deg Left	\$1,225.00
	FL-15-0004-GL	2	1.5	15 Deg Left	\$1,050.00
	FL-15-0005-GL	2	3	15 Deg Left	\$1,075.00
	FL-15-0006-GL	2	6	15 Deg Left	\$1,275.00
	FL-15-0007-GL	3	1.5	15 Deg Left	\$1,100.00
	FL-15-0008-GL	3	3	15 Deg Left	\$1,125.00
	FL-15-0009-GL	3	6	15 Deg Left	\$1,325.00

15 Degree Right Turn Flat Sections	PN	Height (ft)	Width (ft)	Deg of Turn	List Price
15 Degree Turn Flat Right for bike park skinny features	FR-15-0001-GL	1	1.5	15 Deg Right	\$1,000.00
	FR-15-0002-GL	1	3	15 Deg Right	\$1,025.00
	FR-15-0003-GL	1	6	15 Deg Right	\$1,225.00
	FR-15-0004-GL	2	1.5	15 Deg Right	\$1,050.00
	FR-15-0005-GL	2	3	15 Deg Right	\$1,075.00

	FR-15-0006-G L	2	6	15 Deg Right	\$1,275.00
	FR-15-0007-G L	3	1.5	15 Deg Right	\$1,100.00
	FR-15-0008-G L	3	3	15 Deg Right	\$1,125.00
	FR-15-0009-G L	3	6	15 Deg Right	\$1,325.00
30 Degree Left Turn Flat Sections	PN	Height (ft)	Width (ft)	Deg of Turn	List Price
30 Degree Turn Flat Left for bike park skinny features	FL-30-0001-G L	1	1.5	30 Deg Left	\$1,075.00
	FL-30-0002-G L	1	3	30 Deg Left	\$1,100.00
	FL-30-0003-G L	1	6	30 Deg Left	\$1,300.00
	FL-30-0004-G L	2	1.5	30 Deg Left	\$1,125.00
	FL-30-0005-G L	2	3	30 Deg Left	\$1,150.00
	FL-30-0006-G L	2	6	30 Deg Left	\$1,350.00
	FL-30-0007-G L	3	1.5	30 Deg Left	\$1,175.00
	FL-30-0008-G L	3	3	30 Deg Left	\$1,200.00
	FL-30-0009-G L	3	6	30 Deg Left	\$1,400.00
30 Degree Right Turn Flat Sections	PN	Height (ft)	Width (ft)	Deg of Turn	List Price
30 Degree Turn Flat Right for bike park skinny features	FR-30-0001-G L	1	1.5	30 Deg Right	\$1,075.00
	FR-30-0002-G L	1	3	30 Deg Right	\$1,100.00
	FR-30-0003-G L	1	6	30 Deg Right	\$1,300.00
	FR-30-0004-G L	2	1.5	30 Deg Right	\$1,125.00
	FR-30-0005-G L	2	3	30 Deg Right	\$1,150.00

	FR-30-0006-GL	2	6	30 Deg Right	\$1,350.00
	FR-30-0007-GL	3	1.5	30 Deg Right	\$1,175.00
	FR-30-0008-GL	3	3	30 Deg Right	\$1,200.00
	FR-30-0009-GL	3	6	30 Deg Right	\$1,400.00
30 Degree Right Turn Banked Sections	PN	Height (ft)	Width (ft)	Deg of Turn	List Price
30 degree left turn with a 5 degree in-sloped bank	FL-30-5-0001-GL	1	1.5	30 Deg Left 5 Deg Tilt	\$1,125.00
	FL-30-5-0002-GL	1	3	30 Deg Left 5 Deg Tilt	\$1,150.00
	FL-30-5-0003-GL	1	6	30 Deg Left 5 Deg Tilt	\$1,350.00
	FL-30-5-0004-GL	2	1.5	30 Deg Left 5 Deg Tilt	\$1,175.00
	FL-30-5-0005-GL	2	3	30 Deg Left 5 Deg Tilt	\$1,200.00
	FL-30-5-0006-GL	2	6	30 Deg Left 5 Deg Tilt	\$1,400.00
	FL-30-5-0007-GL	3	1.5	30 Deg Left 5 Deg Tilt	\$1,225.00
	FL-30-5-0008-GL	3	3	30 Deg Left 5 Deg Tilt	\$1,250.00
	FL-30-5-0009-GL	3	6	30 Deg Left 5 Deg Tilt	\$1,450.00
30 Degree Left Turn Banked Sections	PN	Height (ft)	Width (ft)	Deg of Turn	List Price
30 degree right turn with a 5 degree in-sloped bank	FR-30-5-0001-GL	1	1.5	30 Deg Right 5 Deg Tilt	\$1,125.00
	FR-30-5-0002-GL	1	3	30 Deg Right 5 Deg Tilt	\$1,150.00
	FR-30-5-0003-GL	1	6	30 Deg Right 5 Deg Tilt	\$1,350.00
	FR-30-5-0004-GL	2	1.5	30 Deg Right 5 Deg Tilt	\$1,175.00

	FR-30-5-0005-GL	2	3	30 Deg Right 5 Deg Tilt	\$1,200.00
	FR-30-5-0006-GL	2	6	30 Deg Right 5 Deg Tilt	\$1,400.00
	FR-30-5-0007-GL	3	1.5	30 Deg Right 5 Deg Tilt	\$1,225.00
	FR-30-5-0008-GL	3	3	30 Deg Right 5 Deg Tilt	\$1,250.00
	FR-30-5-0009-GL	3	6	30 Deg Right 5 Deg Tilt	\$1,450.00
One Foot Ramp Section	PN	Height (ft)	Width (ft)	Height Change	List Price
Ramp features that raise or lower a section by one foot	RMP-1-0001-GL	1	1.5	0-1 Ft Ramp	\$900.00
	RMP-1-0002-GL	1	3	0-1 Ft Ramp	\$1,000.00
	RMP-1-0003-GL	1	6	0-1 Ft Ramp	\$1,200.00
	RMP-1-0004-GL	2	1.5	1-2 Ft Ramp	\$950.00
	RMP-1-0005-GL	2	3	1-2 Ft Ramp	\$1,050.00
	RMP-1-0006-GL	2	6	1-2 Ft Ramp	\$1,250.00
	RMP-1-0007-GL	3	1.5	2-3 FT Ramp	\$1,000.00
	RMP-1-0008-GL	3	3	2-3 FT Ramp	\$1,100.00
	RMP-1-0009-GL	3	6	2-3 FT Ramp	\$1,300.00
Narrow Beam Section	PN	Height (ft)	Width (in)	Length (ft)	List Price
Narrow beam skinnies that connect to wider flat or corner sections	BK-0001-GL	0.5	6	3	\$750.00
	BK-0002-GL	1	8	6	\$900.00
End Plate Section	PN	Height (ft)	Width (ft)		List Price
End plates connect ramps to the ground surface	EP-0001-GL	0.5	1.5		\$300.00
	EP-0002-GL	0.5	3		\$600.00
	EP-0003-GL	0.5	6		\$1,200.00

Rock intersections Section	PN	Height (ft)	Width (ft)		List Price
Rock Intersections are fabricated features that allow for connections of different segments with a natural appearing rock surface	RK-0001-GL	1	1.5		\$600.00
	RK-0002-GL	1	3		\$800.00
	RK-0003-GL	1	6		\$1,000.00
	RK-0004-GL	2	1.5		\$650.00
	RK-0005-GL	2	3		\$850.00
	RK-0006-GL	2	6		\$1,050.00
	RK-0007-GL	3	1.5		\$700.00
	RK-0008-GL	3	3		\$900.00
	RK-0009-GL	3	6		\$1,100.00

City of Laredo

City Council

Meeting Date: 10/20/2025

Consent Agenda 4.

SUBJECT

Consideration for approval of the selection of the top ranked consultant for the RFQ FY25-ENG-57 Project Administration and Management Downtown Rail Corridor Safety Planning Project; and authorization to negotiate and award a professional services contract not to exceed \$5,000,000.00. A total of (5) firms responded to the request for qualifications Tuesday, September 18, 2025, and the top (2) firms presented on September 30, 2025 to the evaluation committee. The committee recommends the selection of top ranked consultant HDR Engineering, Inc., San Antonio, Texas. There is no financial impact at this time.

1. HDR Engineering, Inc., San Antonio, Texas
2. RailPros, Inc., Irving, Texas
3. Patrick Engineering Inc, Chicago, Illinois
4. LJA Engineering, Inc., Laredo, Texas
5. Ardurra Group, Inc., Laredo, Texas

VIVA LAREDO PLAN ALIGNMENT

Alignment Rating: Strong

Supporting goal(s)/policy(ies):

Policy 4.14.2 "Pursue grade separations at key railroad crossings to improve safety and traffic flow."

Policy 4.14.3 "Work with railroad companies to reduce conflicts between freight rail and city traffic, particularly downtown and near schools."

Summary of alignment:

The Project Administration and Management of the Downtown Rail Corridor Safety Planning Project demonstrates strong alignment with the Viva Laredo Comprehensive Plan. The plan explicitly calls for rail safety improvements, grade separations, and partnerships with rail operators, all of which are embodied in this initiative.

PREVIOUS COUNCIL ACTION

On September 15, 2025, City Council approved Ordinance 2025-O-174 authorizing the City Manager to amend the City of Laredo FY2025 Capital Grant Fund to appropriate revenues and expenses in the amount of \$5,000,000.00 for the Federal Railroad Administration (FRA) Consolidated Rail Infrastructure and Safety Improvements (CRISI) grant for the Downtown Laredo Rail Corridor Safety Planning Project. The project is a highway-rail grade crossing improvement project to support planning activities for 31 at-grade crossings. The project includes development of construction documents to include installation, repair or improvement of grade separations, railroad crossing signals, gates and related technologies, highway traffic signalization, highway lighting and crossing approach signage, roadway improvements such as medians or other barriers, railroad crossing panels and surfaces and safety engineering improvements to reduce risk. The project includes two

grade separations, five crossing closures, nine crossing signal installations and roadway improvements including medians, and fifteen roadway-only improvements. Funding is available in the Capital Grants Fund.

On September 15, 2025, City Council approved Resolution 2025-R-235 authorizing the City Manager to ratify acceptance of a grant agreement in the amount of \$4,000,000.00 from the US Department of Transportation Federal Railroad Administration (FRA), under the Consolidated Rail Infrastructure and Safety Improvement (CRISI) grant for the purpose of funding the preliminary planning, engineering and other work required for the subsequent applications for the grade crossing and grade separation improvements. Local match of \$1,000,000.00 from Texas Mexican Railway Company and The Kansas City Southern Railway Company accepted via Resolution 2025-R-142. Grant Funding is on a reimbursement basis. Funding is available in the Capital Grants Fund.

On May 19, 2025, City Council approved Resolution 2025-R-142 authorizing the City Manager to ratify acceptance of a private partnership funding agreement in the amount of \$1,000,000.00 from the Texas Mexican railway company ("TM"), a Texas statutory corporation, and the Kansas City Southern Railway company ("KCRS"), a Missouri corporation qualified to do business in Texas (TM and KCRS together referred to herein as "CPKC"). This funding represents the 20% non-federal match for a US Department of Transportation Federal Railroad Administration (FRA) Consolidated Rail Infrastructure and Safety Improvements (CRISI) Grant in the amount of \$4,000,000.00 80% for a total project cost of \$5,000,000.00. Submission of this Funding Agreement will be used to further the awarding of the CRISI Grant.

On October 17, 2022, City Council approved Resolution 2022-R-178 authorizing the Interim City Manager to submit an application, in partnership with The Kansas City Southern Railway Company (KCS) for a planning grant in the amount of \$4,000,000.00 to the U.S. Department of Transportation Federal Railroad Administration under the Consolidated Rail Infrastructure and Safety Improvements (CRISI) Program. Funding for this program will be for preliminary planning, engineering, and assessments of certain rail crossings where safety, efficiency, and reliability of intercity passenger and freight rail can be improved. Work completed through the funding program is required for the City to be eligible to pursue additional federal funding to move forward with construction of grade crossing and grade separation improvements in Laredo. Kansas City Southern Railway Company has committed to cover the required 20% federal match in the amount of \$1,000,000.00 for a total project cost of \$5,000,000.00.

BACKGROUND

The City of Laredo is accepting Statement of Qualifications (SOQs) from qualified firms interested in providing professional services for Project Management and Administration of the Downtown Laredo Rail Corridor Safety Planning Project. The Downtown Laredo Rail Corridor Safety Planning Project (Project) is a highway-rail grade crossing improvement project, including installation, repair, or improvement of grade separations, railroad crossing signals, gates, and related technologies, highway traffic signalization, highway lighting and crossing approach signage, roadway improvements such as medians or other barriers, railroad crossing panels and surfaces, and safety engineering improvements to reduce risk. The Project will support planning activities for 31 at-grade crossings in the City of Laredo, which will be improved through the construction of two grade separations, five crossing closures, nine crossing signal installations and roadway improvements, including medians, and 15 roadway-only improvements.

COMMITTEE RECOMMENDATION

NA

STAFF RECOMMENDATION

Approval of this motion.

Fiscal Impact

Fiscal Year:

Budgeted Y/N?:

Source of Funds:

Account #:

Change Order: Exceeds 25% Y/N:

FINANCIAL IMPACT:

There is no financial impact at this time.



CITY OF LAREDO
Engineering Department
RFQ FY25-ENG-57

Project Administration and Management Downtown Rail Corridor Safety Planning Project
EVALUATION SCORING SHEET (Short list)

FINAL RANKINGS	
HDR Engineering, Inc, San Antonio, TX	1
RailPros, Inc, Irving, TX	2

EVALUATION COMMITTEE PRESENTATION RANKINGS	Evaluator # 1	Evaluator # 2	Evaluator # 3	Evaluator # 4	Evaluator # 5
HDR Engineering, Inc	1	1	1	1	1
RailPros, Inc	2	2	2	2	2

Date: September 30, 2025

City of Laredo

City Council

Meeting Date: 10/20/2025

Resolution 5.

SUBJECT

A resolution of the City of Laredo, Texas, amending resolution No. 2024-R-256 to revise the third paragraph in order to update the description of the authorized use of funds related to the State Infrastructure Bank (SIB) Loan; providing for severability; and providing an effective date.

VIVA LAREDO PLAN ALIGNMENT

Alignment Rating:

Supporting goal(s)/policy(ies):

Summary of alignment:

PREVIOUS COUNCIL ACTION

On May 5, 2025, City Council approved Ordinance 23025-O-71 authorizing the City Manager to amend the City of Laredo FY2025 Capital Improvement Fund to accept and appropriate revenues in the amount of \$8,500,000.00 for the State Infrastructure Bank Loan Agreement for the West Laredo Multimodal Trade Corridor - Phase II and Phase III. Funding will be allocated in the Capital Improvement Fund. Providing that this ordinance shall be cumulative; providing a severability clause; providing for publication; and declaring an effective date.

On April 7, 2025, City Council approved Resolution 2025-R-295 authorizing the amendments, revisions, and completion, and filing of an application for financial assistance from the State Infrastructure Bank in the amount of eight million five hundred thousand dollars and zero cents (\$8,500,000.00); Authorizing City Manager to act on behalf of the City of Laredo in all matters relating to the participation, including the negotiation and execution of any resultant State Infrastructure Bank Loan Agreement; Authorizing City Manager to revise and amend such application, to request that the type of issuance be a "Direct Loan" under Section 222.0745 of the Texas Transportation Code, as amended.

On August 5, 2024, City Council approved a resolution authorizing the filing of an application for financial assistance from the State Infrastructure Bank in the amount of eight million five hundred thousand dollars and zero cents (\$8,500,000.00) for West Laredo Multimodal Trade Corridor -Phase II (Flecha/Las Cruces Realignment Project) and West Laredo Multimodal Trade Corridor -Phase III (Calton Grade Separation Project).

On July 22, 2024, the City Council approved: (i) a Plan of Finance as presented by the City's Financial Advisor, which included (among other things) the issuance of a series of Certificates of Obligations (the for (1) planning, constructing, improving and repairing streets, sidewalks, bridges and drainage improvements, together with acquisition, traffic

and street signalization, landscaping, and lighting improvements, (2) purchasing real property, materials, supplies, equipment, information technology, machinery, landscaping, land, and rights of way for authorized needs and purposes related to the aforementioned capital improvements and (3) paying legal, fiscal and engineering fees in connection with such projects, and (ii) Design and Engineering to be sold to TxDOT thru their State Infrastructure Bank program, and (ii) Resolution 2024-R-228, directing publication of notice of intention to issue the Certificates, in one or more series, in the maximum principal amount of \$13,000,000.

BACKGROUND

The State Infrastructure Bank, operated by the Texas Department of Transportation, is a revolving loan fund. The City of Laredo deems it proper and in the best interest of the City to apply for a loan from the State Infrastructure Bank in the amount of \$8,500,000.00, for the following purposes:(i) three million seven hundred thousand dollars and zero cents (\$3,700,000.00) as the City’s responsibility for all federal or non-state participation costs associated with the West Laredo Multimodal Trade Corridor -Phase II (Flecha/Las Cruces Realignment Project) -Advanced Funding Agreement (CSJ 0922-33-076) including any overruns in excess of the approved local project budget, and (ii) four million eight hundred thousand dollars and zero cents (\$4,800,000.00) as City’s responsibility for all non- federal or non-state participation costs associated with the West Laredo Multimodal Trade Corridor -Phase III (Calton Grade Separation Project) -Advanced Funding Agreement (CSJ 0922-33-093) including any overruns in excess of the approved local project budget (the On July 22, 2024, the City Council approved: (i) a Plan of Finance as presented by the Financial Advisor, which included (among other things) the issuance of a series of Certificates of Obligations (the for (1) planning, constructing, improving and repairing streets, sidewalks, bridges and drainage improvements, together with rights acquisition, traffic and street signalization, landscaping, and lighting improvements, (2) purchasing real property, materials, supplies, equipment, information technology, machinery, landscaping, land, and rights of way for authorized needs and purposes related to the aforementioned capital improvements and (3) paying legal, fiscal and engineering fees in connection with such projects, and (ii) Design and Engineering to be sold to TxDOT thru their State Infrastructure Bank program, and (ii) Resolution 2024-R-228, directing publication of notice of intention to issue the Certificates, in one or more series, in the maximum principal amount of \$13,000,000. The City is qualified to apply for and obtain financial assistance from the State Infrastructure Bank for this purpose

COMMITTEE RECOMMENDATION

None

STAFF RECOMMENDATION

Approval of this resolution.

Fiscal Impact

Fiscal Year:

Budgeted Y/N?:

Source of Funds:

Account #:

Change Order: Exceeds 25% Y/N:

FINANCIAL IMPACT:

No financial impact at this time.

RESOLUTION NO. _____

A RESOLUTION OF THE CITY OF LAREDO, TEXAS, AMENDING RESOLUTION NO. 2024-R-256 TO REVISE THE THIRD PARAGRAPH IN ORDER TO UPDATE THE DESCRIPTION OF THE AUTHORIZED USE OF FUNDS RELATED TO THE STATE INFRASTRUCTURE BANK (SIB) LOAN; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, on August 5, 2024, the City Council adopted Resolution No. 2024-R-256, authorizing the submission of an application to the Texas Transportation Commission for a State Infrastructure Bank (SIB) loan to fund the City’s participation in the West Laredo Multimodal Trade Corridor – Phase II (Flecha/Las Cruces Realignment) and Phase III (Calton Grade Separation) projects; and

WHEREAS, the City Council now desires to amend said resolution to clarify that the total SIB loan amount of Eight Million Five Hundred Thousand Dollars (\$8,500,000.00) is allocated collectively for these projects without any internal breakdown of amounts;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LAREDO, TEXAS:

Section 1. Amendment

The third paragraph of Resolution No. 2024-R-256 is hereby amended to read as follows:

“The City of Laredo is authorized to seek and obtain a State Infrastructure Bank loan in the amount of Eight Million Five Hundred Thousand Dollars (\$8,500,000.00) to finance the City’s non-federal and non-state participation costs, including any necessary overruns, for the West Laredo Multimodal Trade Corridor – Phase II and Phase III projects collectively, and to pledge ad valorem tax revenues or other legally available funds for repayment of said loan.”

All other provisions of Resolution No. 2024-R-256 remain in full force and effect.

Section 2. Severability

If any section, subsection, clause, or phrase of this resolution is declared invalid, the remaining portions shall remain in effect.

Section 3. Effective Date

This resolution shall become effective immediately upon its passage and approval.

(SIGNATURE PAGE FOLLOWS)

PASSED BY THE CITY COUNCIL AND APPROVED BY THE MAYOR on this ____ day of _____, 2025.

BY: _

DR. VICTOR D. TREVIÑO,
MAYOR

ATTEST:

MARIO I. MALDONADO, JR.,
CITY SECRETARY

APPROVED AS TO FORM:

DOANH “ZONE” T. NGUYEN,
CITY ATTORNEY

City of Laredo

City Council

Meeting Date: 10/20/2025

Consent Agenda 6.

SUBJECT

Consideration for approval of Amendment No. 2, an increase in the amount of \$48,500.00 to the professional services contract with Cavazos Architects, Laredo, Texas, for the City of Laredo Fire Station No. 10 Fleet Annex Building to be located at 11015 McPherson Road, which will include additional architectural/engineering services, and other supplemental services. Current contract amount with this amendment is \$377,695.00. Funding is available in the 2021A Certificate of Obligation Bonds.

VIVA LAREDO PLAN ALIGNMENT

Alignment Rating: Strong

Supporting goal(s)/policy(ies):

Policy 7.2.1 "Invest in new and expanded fire and police stations in growing areas of the city to ensure timely response to emergencies."

Policy 7.2.3 "Design public safety facilities to be cost-effective, resilient, and adaptable to future needs."

Summary of alignment:

The Fire Station No. 10 Fleet Annex project demonstrates strong alignment with the Viva Laredo Comprehensive Plan. The plan emphasizes strategic investment in modern, resilient, and accessible public safety facilities. This amendment, which provides additional design services for cost reduction and code compliance, ensures that the fire station remains consistent with citywide safety and resilience objectives.

PREVIOUS COUNCIL ACTION

On February 20, 2024, City Council approved Amendment No. 1, an increase in the amount of \$210,005.00 to the professional services contract with Cavazos Architects, Laredo, Texas, for the City of Laredo Fire Station No. 10 Fleet Annex Building to be located at 11015 McPherson Road, which will include additional architectural/engineering basic services, and other supplemental services. Current contract amount with this amendment is \$329,195.00. Funding is available in the 2021A and 2023 Certificate of Obligation Bonds.

On November 28, 2022, City Council awarded a professional services contract to Cavazos Architects, Laredo, Texas, in the amount not to exceed \$119,190.00 to provide basic services including schematic development, design development, construction documents, construction procurement, construction administration and supplemental services including surveying and civil engineering for the City of Laredo Fire Station No. 10 Fleet Annex Building to be located at 11015 McPherson Road. Contract time is for the duration of the project. Funding is available in the 2021A CO Bond.

BACKGROUND

The Architect recommends to redesign the exterior wall envelope and simplify facade articulation by

removing non-essential columns, arches, and trims from the design, in order to reduce the construction cost. The Design Team will also need to update the bid documents set to ensure compliance with 2021 codes, which were adopted by the City of Laredo in January of 2025.

Original Contract Amount (Awarded by City Council on November 28, 2022)	\$ 119,190.00
Amendment No. 1 (Approved by City Council on February 20, 2024)	\$ 210,005.00
This Amendment No. 2	\$ 48,500.00
Revised Contract Amount	\$ 377,695.00

COMMITTEE RECOMMENDATION

N/A

STAFF RECOMMENDATION

Approval of this motion.

Fiscal Impact

Fiscal Year: 2025
 Budgeted Y/N?: Y
 Source of Funds: 2021A CO Bond
 Account #: 474-9878-535-9201
 Change Order: Exceeds 25% Y/N: N/A

FINANCIAL IMPACT:

Funding is available in the 2021A CO Bond account 474-9878-535-9201 with Project FD2101.



CAVAZOS ARCHITECTS

Proposal 2214-04

September 26, 2025

Mr. Eliud De Los Santos, P.E.
City Engineer – The City of Laredo
1110 Houston St.
Laredo, TX 78041
(956) 791-7346
edelossant@ci.laredo.tx.us

RE: FIRE STATION NO. 10 FLEET ANNEX REPAIR SHOP

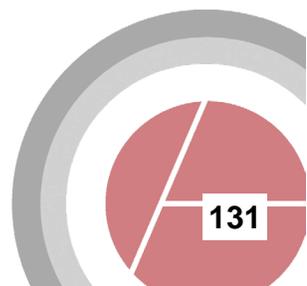
Dear Mr. De Los Santos,

We appreciate the opportunity to continue our collaboration on the Fleet Annex Project, and we look forward to seeing this project through to completion.

Cavazos Architects (the “Architect”) is pleased to submit this proposal (the “Proposal”) to **The City of Laredo** (the “Client”) for the services described in the Scope of Services section of this proposal. The Proposal shall be valid for a period of thirty (30) business days from the date above. Acceptance and execution thereafter shall be conditioned on Cavazos Architects’ reaffirmation of the Proposal.

PROJECT SITE

Fire Station #10 property
11015 McPherson Road
Laredo TX 78045





CAVAZOS ARCHITECTS

PROJECT OVERVIEW

The Client put the project out for bids in August of 2024. Two bids were received, but the bids exceeded available funding for the project. The Client has now allocated additional funding for the project and wishes to solicit bids within the next several months.

The Architect recommends to redesign the exterior wall envelope and simplify façade articulation by removing non-essential columns, arches, and trims from the design, in order to reduce the construction cost. The Design Team will also need to update the bid documents set to ensure compliance with 2021 codes, which were adopted by the City of Laredo in January of 2025.

SCOPE OF SERVICES

1) Redesign exterior envelope and exterior architectural features

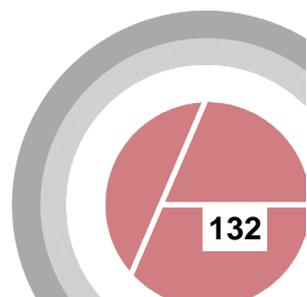
- a) Change wall assembly from brick veneer/metal stud backup to metal siding/batt insulation.
- b) Change roof from hip to gable structure.
- c) Delete columns, arches and trims from west and north facades
- d) Update all floor plans, building elevations, elevation details, building sections, section details, plan details, roof plan and roof details sheets.
- e) Update specifications booklet

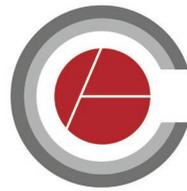
2) Review drawings for compliance with 2021 codes and incorporate necessary upgrades

- a) Code review and code compliance upgrades as required (the local building codes have been updated to 2021 versions from 2018)

3) Coordination

- a) Coordination with MEP, Structural, & Civil Engineers will be included in this scope of services.
- b) The proposal assumes that no changes to the Civil Engineering design will be required. The extent of Civil Engineering in this scope of work is to stamp and seal their drawings.





CAVAZOS ARCHITECTS

PROJECT SCHEDULE

- 1) Revise Construction Documents: 4-6 weeks
- 2) This timeline is dependent upon our workload at the time that we have direction to proceed.

FEE PROPOSAL

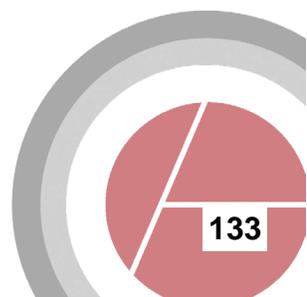
- 1) The proposed fees listed below are flat fees, based on the scope of services as described in this proposal.
- 2) Any additional scope added to the project will necessitate an increase in our fees. The Architect shall request any increase before proceeding with the additional scope of work, and must be approved by the Client in writing before proceeding.

ARCHITECTURAL & ENGINEERING FEES	
Architectural, MEP, Structural, Code Review	\$48,500.00
Civil Engineering	No additional fees
Total Fees:	\$48,500.00

EXCLUSIONS

The following services are not included unless expressly authorized by the Owner:

1. IT/Security Consulting
2. Civil Engineering redesign/revisions
3. Surveying
4. Traffic Engineering/Consulting
5. Acoustical Consulting
6. Furniture/Artwork Selections





CAVAZOS ARCHITECTS

7. Materials Testing & Balancing
8. Geotechnical Engineering/Soils Testing
9. Environmental Surveying/Engineering (ACBM)
10. Permitting Fees
11. Landscape & Irrigation Design
12. Renderings/marketing drawings

ADDITIONAL SERVICES

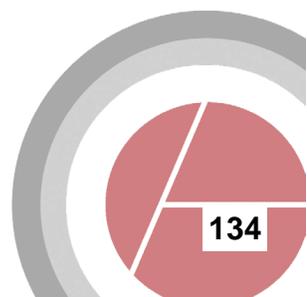
Any additional consultants not listed as part of Basic or Supplemental Services will be considered additional services. Compensation will be computed as a multiple of 1.10 times the outside consultant's fees and billed to correspond to the percentage of work completed for the additional service.

- Any other additional services will be executed only upon Owner approval and be billed hourly according to the following schedule:
 - a) Principal: \$300/hour
 - b) Project Manager: \$225/hour
 - c) Associate Architect: \$150/hour

REIMBURSABLE EXPENSES

Compensation for reimbursable expenses will be computed as a multiple of 1.10 times the costs incurred. Reimbursable Expenses shall include:

- Printing, binding, & shipping costs of GMP Documents, Construction Documents.
- Travel expenses
- TDLR review and inspection fees
- Texas Accessibility Standards registration, review & inspection fees.





CAVAZOS ARCHITECTS

Upon acceptance of these fees and services, Cavazos Architects requests a signed copy of this letter to be returned to our office. The fees and services in this agreement are valid for a period of thirty (30) days from the issue date. We appreciate the opportunity to provide these services. If you have any questions, please do not hesitate to contact me by phone at (956) 337-2266.

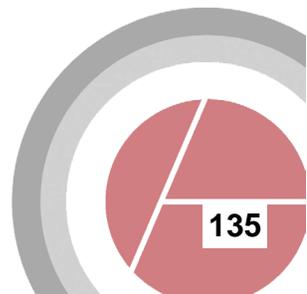
Sincerely yours,

Guillermo J. Cavazos, Jr., AIA, LEED AP BD+C
Principal-in-Charge
Cavazos Architects

Accepted by:

Signature: _____ Date: _____

Name/Title: _____



City of Laredo

City Council - Supplemental Agenda

Meeting Date: 10/20/2025

Closed Session 7.

SUBJECT

Request for Executive Session under Texas Government Code 551.087 related to economic development deliberation and negotiations regarding an incentive agreement to Project LITOS pursuant to Chapter 380 of the Texas Government Code, and any other matter incident thereto.

VIVA LAREDO PLAN ALIGNMENT

Alignment Rating:

Supporting goal(s)/policy(ies):

Summary of alignment:

PREVIOUS COUNCIL ACTION

N/A

BACKGROUND

N/A

COMMITTEE RECOMMENDATION

N/A

STAFF RECOMMENDATION

N/A

Fiscal Impact

Fiscal Year: 2026

Click or tap here to enter text.

Budgeted Y/N?:

Click or tap here to enter text.

Source of Funds:

Click or tap here to enter text.

Account #:

Click or tap here to enter text.

Change Order: Exceeds 25% Y/N:

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FINANCIAL IMPACT:

Contingent on any action taken during discussion

City of Laredo

City Council - Supplemental Agenda

Meeting Date: 10/20/2025

Council Item 8.

City of Laredo

City Council - Supplemental Agenda

Meeting Date: 10/20/2025

Council Item 9.
