



**CSP 23-003 COUNTY LINE ROAD IMPROVEMENTS
PRE-PROPOSAL CONFERENCE AGENDA
November 30, 2021 at 10 a.m.**

A. Announcement of Solicitation: CSP 23-003 County Line Road Improvements

1. Solicitation Schedule:
 1. Date issued: October 25, 2022
 2. Non-mandatory Pre-Proposal Conference: November 15, 2022 at 10:00 A.M. (Central Time)
Hosted via zoom:

Register in advance for this webinar:
https://us02web.zoom.us/webinar/register/WN_x1j7oy7NQTqrg2yiVKSVC

After registering, you will receive a confirmation email containing information about joining the webinar. The call in Telephone: (833) 926-2300
 3. All questions must be submitted to **Barbara Coleman** no later than **November 17** by **5:00 P.M. (Central Time)**.
 4. All proposals are due to New Braunfels City Hall, City Secretary Office - Attention: Purchasing, no later than 3:00 P.M. (Central Time) on November 30, 2022.
 5. Proposals will be read aloud at City Hall and posted on the city website:
 - City of New Braunfels' website, <https://www.nbtexas.org/2694/Solicitations>.
 6. **Notice of Award:** It is the City's intent to make its recommendation to City Council for approval in December 2022 or January 2023.

B. Introductions (Staff)

1. Barbara Coleman, Purchasing Manager – ***primary point of contact until the contract is awarded.***
Phone: (830) 221-4389 Email: bcoleman@nbtexas.org
2. Charlie Blue, City Project Manager – Project Contact
Phone: (830) 221-4644 Email: CBlue@nbtexas.org
3. Design Engineer, Tri-Hydro Corporation, Sam Johnson

C. Description of Work:

The City of New Braunfels seeks a proposal for Construction of parking lot and trail construction.

Technical description will be discussed during this meeting.

This project shall require expertise in the following construction areas:

- Roadway reconstruction
- Street Pavement Repair and Maintenance
- Pedestrian Safety

D. Engineer's Project Estimation: \$2,773,730

E. Review of Bidding Procedures

1. Solicitation documents may be obtained at:
 - The BidNet Direct website, <https://www.bidnetdirect.com/texas/city-of-new-braunfels>
 - The City of New Braunfels' website, <https://www.nbtexas.org/2694/Solicitations>



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2. **Submission:** Proposer must follow proposal instructions notated within Sections 1 through 5 of the solicitation documents to provide consistency for the evaluation committee.

- a. Deadline for submittal of Questions and Requests for clarifications will be **Nov. 17, 2022** at 5:00 p.m.
- b. All proposals are due to New Braunfels City Hall, City Secretary Office - Attention: Purchasing, **no later than 3:00 P.M. (Central Time) on November 30, 2022**.
- c. All proposals must be time stamped by the City Secretary's Office at the New Braunfels City Hall.
- d. Proposals received after the time and date set for submission will be returned, unopened, upon request.
- e. Label as follows:

| | |
|--|---|
| <u>Delivery Address</u> Purchasing Department City of New Braunfels 550 Landa Street New Braunfels, TX 78130 | <u>Labeled:</u> CSP 23-003 County Line Road Improvements Due: Nov. 30, 2022 – 3pm |
|--|---|

F. Required Proposal Documents:

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

TAB 1 – Acknowledgment of Addenda, if applicable.

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

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

TAB 4 – Cost Proposal Form (Exhibit 1)

TAB 5 – Qualifications of Proposer – as required in Section 04.10.C.

- **Also include Vendor Certifications (Exhibit 4)**

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

TAB 7 – Acceptable Documentation

- **Proposal Guaranty/Bid Bond** in an amount no less than five percent (5%) of price proposal (Section 4, Article 11).
- One copy of **Certificate of Insurance** completed and signed (Section 4.15).
- **Conflict of Interest** (Section 4.16.11).
- **Certificate of Interested Parties**; Form 1295 (Section 4.16.10).

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

Required after contract award – Performance and Payment Bonds (Section 4.12 and 13).

G. General Information

1. CONTRACT TIMES:



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- a. Days to Achieve Substantial Completion and Final Payment: The Work will be substantially completed within **120** calendar days after the date when the Contract Times commence to run
- b. Days to completed and ready for final payment within **150** calendar days after the date when the Contract Times commence to run.
- c. The substantial completion schedule will be further defined with the final contract.

2. **Liquidated Damages:** **\$500** for each calendar day that expires after the time specified.

H. Other Instructions

1. **Evaluation Criteria –**

| Percent | Description |
|--------------------|--------------------------------------|
| 70 | Cost Proposal Price |
| 20 | Experience and Qualifications |
| 10 | Plan and Schedule |
| Optional 10 | Optional Interview |

2. **Retainage: (5%)**

- o **Bonding & Insurance – Bid Bond (5%)**
- o Performance (100%) Equal to Contract Amount
- o Payment (100%) Equal to Contract Amount
- o Insurance and Liability Coverage – Section 4.17

3. **Prevailing wage rates:** Davis Bacon Wage Rates – Exhibit 3 – Prevailing Wage Schedule

4. **General Contractor Registration with the City:** Section 04.11, 05.23

5. **Anti-Lobbying:** Section 4.18.08

I. Proposal Form – Exhibit 1 –

- Line-item proposal is provided in Excel Form with the solicitation.

J. Technical Discussion – Project Manager and Engineer:

Statement of Work:

- Mill and Overlay with portions of roadway reconstruction along County Line Road.
- Median Modification and installation of left turn lanes
- Replacement and installation of concrete sidewalk and curb and gutter.
- Installation of ADA compliant accessible ramps and retrofit of detectable warning surfaces.
- Roadway and crosswalk marking and striping
- The project also includes supplemental and incidental work.
- Contractor shall coordinate all work, inspections, and approvals with the City of New Braunfels.



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- Project shall comply with the United States Occupational Safety & Health Administration regulations.
- Methods & Means of construction shall be compliant with all applicable Federal, State, and Local regulations. This includes obtaining all necessary permits and inspections.
- Contractor to adhere to City of New Braunfels construction administration procedures.
- Maintain and submit all project records such as record drawings, project manuals, and warranties for approval by the City of New Braunfels.

K. Questions and Answers:

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

1. Item 23 Concrete Curb: Please clarify what curb detail will be used. There are various types shown on plan sheet 30.

Item 23 is intended to be type II curb.

2. Item 17 refers to TxDot spec 307. I cannot find a TxDot specification 307. Was this a TYPO?

The TxDOT spec is 3076.

3. Will RAP be allowed in any of the hot mix items?

Based on the City of New Braunfels construction notes, we did not plan on the contractor using RAP:

“THE CITY OF NEW BRAUNFELS WILL NOT ACCEPT THE USE OF RECYCLED ASPHALT PAVEMENT (RAP) OR RECYCLED ASPHALT SHINGLES (RAS) IN ASPHALT MIXTURES FOR NEW ROADWAYS. AND DEBRIS INCLUSIONS WITHIN NEW ASPHALT PAVEMENTS WILL RESULT IN ASPHALT REMOVAL AND REPLACEMENT FROM CURB TO CURB FOR LIMITS TO BE DETERMINED BY THE CITY OF NEW BRAUNFELS.”

The contractor could also refer to TxDOT specification 341 and 3076 to get a better understanding of the use of RAP; both specifications allow a certain percentage of RAP in the mixture based on the type RAP and which layer of the roadway the final mix is utilized for.

4. At the full depth pavement restoration area (STA 2+00 to 10+56), what is the requirement for preparing the subgrade after the removing stabilized base (12") is done and prior to placing the 8" of flex base?

Please have the contractor refer to TxDOT spec 247.

5. TxDot item 341 allows substitute PG binder (i.e., PG64-22 binder can be substituted for Specified PG70-22 binder). Is this allowed for this project?

In regard to the PG Binder, TxDOT specification 3076 allows substitutions for type B asphalt, but the suitable substitute is based upon the application of the mix. For example, the PG 64-22 that is



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specified for this project does not have a suitable substitute for either surface mixtures or intermediate and base mixes.

6. Will the City be paying for testing on this project?

Yes, per the contract documents, the City pays for initial testing. Contractor is responsible to pay for re-tests in the event of failures.

7. Must the mill and overlay be completed in 3 phases or will the City allow mill and fill (overlay) be done from FM 725 to FM 1044 at end of project simultaneously?

The main reason for this is the traffic control for a divided roadway. The city will be flexible on this as long as those two details are accommodated, and the contractor can present an acceptable traffic control plan that can make this work.

8. Bid item 33 Work Zone Pavement Markings is a LS item. I cannot find what is being required in the plans in order to quantify. Can more information be provided for this LS bid item?
9. In reviewing the section 3 Instructions for response there appears to be a discrepancy: TAB 5 Qualifications of Proposer (Exhibit 3).....Exhibit 3 in the documents is the Prevailing Wage Rates and Payroll Reporting. There is an Exhibit 4 defined as Vendor Certifications. If this document supposed to be for TAB 5?

TAB 5 is corrected as follows:

TAB 5 – Qualifications of Proposer – as required in Section 04.10.C.

- Also include Vendor Certifications (Exhibit 4)

10. Are we only required to submit information requested as shown for TABS 1 , 2, 3, 4, 5, 6 and 7 in the proposal package?

Yes, vendors are required to submit information shown in TABS 1-7.

11. In reading section 03.03 Submission of Proposal, exhibits 4, 5, 6 and 7 are not required to be submitted with the proposal. I assume these would be required to be submitted after the bid opening by the low bidder. Is this correct? Please clarify.

Exhibit 4 – Vendor Certifications is required with Tab 5.

Exhibits 5 and 6 are information and do not require a response

Exhibit 7 is information – copy of the contract and does not require a response

12. TAB 7 shows that a Certificate of Interested Parties FORM 1295 and Conflict of Interest form must be turned in. Can those two forms be provided? I did not see them in the proposal package.

Please see the solicitation for full instructions:



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Standard Filing Process: Form 1295 is accessible at, and must be completed online, at the following web address: https://www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm

Form CIQ is available from the Texas Ethics Commission by accessing the following web address: https://www.ethics.state.tx.us/filinginfo/conflict_forms.htm