

**NOTICE OF LA MARQUE
CITY COUNCIL
BY TELEPHONE CONFERENCE**

In accordance with order of the Office of the Governor issued March 16, 2020, the La Marque City Council will conduct a Special Meeting on **Monday, August 24, 2020 at 6:00 PM by telephone and video conference** in order to advance the public health goal of limiting face-to-face meetings to slow the spread of the Coronavirus/COVID-19. This Notice, the meeting agenda, and the agenda packet can be found online at:

<https://ci.la-marque.tx.us/AgendaCenter>

THERE WILL BE NO PUBLIC ACCESS TO CITY HALL DURING THE MEETING.

The public will be permitted to offer public comments telephonically as provided below and as permitted by the Mayor during the meeting. A recording of the telephonic meeting will be made and will be available to the public in accordance with the Open Meetings Act upon written request.

THE PUBLIC TOLL-FREE DIAL-IN NUMBER TO PARTICIPATE IN THE MEETING IS:

1 (346) 248-7799

ONCE YOU ARE CONNECTED, YOU MUST ENTER THE FOLLOWING:

Meeting ID: 92493940502

Press *6 to mute or unmute your phone line. You may also connect to the meeting on your smartphone, tablet or computer by going to the following internet address:

<https://zoom.us/j/92493940502>

Once you are on the website, you may need to enter the following:

Meeting ID: 924 9394 0502

If you require accommodation to participate in this meeting, contact the City Clerk at 409-938-9259 or cityclerk@cityoflamarque.org at least 48 hours prior to the meeting start time.



1111 Bayou Road
La Marque, Texas
409-938-9202

Mayor Bobby Hocking

Mayor Pro-Tem Keith Bell- District A

Councilmember Chris Lane- District B

Councilmember Robert Michetich- District C

Councilwoman Casey McAuliffe- District D

RESOLUTION NO. R-2020-0013

CITY OF LA MARQUE SPECIAL CITY COUNCIL AGENDA of AUGUST 24, 2020

Notice is hereby given that the City Council of the City of La Marque, Texas will conduct a Special Meeting on **Monday, August 24, 2020**, beginning at 6:00 p.m. **via teleconference (ZOOM)** for the purpose of considering the following agenda:

(1) CALL MEETING TO ORDER

(2) ROLL CALL

- (3)** Consider recommendation to adopt Resolution No. **R-2020-0013**, designating ADICO, LLC and LNV, LLC as engineering service providers for the 2020 Community Development Block Grant – MIT (CDBG-MIT) Program applications and project implementation administered through the Texas General Land Office (GLO) – Emergency Management Coordinator C. Warren

(4) EXECUTIVE SESSION

The City Council for the City of La Marque, Texas reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized the Texas Government Code Section 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 551.086 (Economic Development)

- a. Section 551.071 (Consultation with Attorney) of the Texas Government Code regarding pending litigation: *La Marque EDC v. Texas City Terminal Railway Co.*, Cause No. 20-CV-0633

(5) ACTION TAKEN FROM EXECUTIVE SESSION

- a. Discussion/possible action to be taken from Executive Session

(6) ADJOURNMENT

CERTIFICATION:

I hereby certify that the above notice of meeting was posted at 1109-B Bayou Road, La Marque, Texas on or before **August 21, 2020**, before 5:30 p.m.

Robin Eldridge, TRMC
City Clerk

• • • • • This facility is wheelchair accessible and accessible parking spaces are available. Request for accommodations
• or interpretive services must be made 48 hours prior to this meeting. Please contact the City Clerk's office at
• 409-9389259, or Fax 409-935-0401, or e-mail cityclerk@cityoflamarque.org for further information.
• • • • •



CITY COUNCIL AGENDA FORM

Meeting Date: August 24, 2020

Prepared by: Charlene Warren

Agenda item: 3a3a31

Reviewed by: Charlene Warren

Charles Jackson

Department: Administration

AGENDA ITEM DESCRIPTION: Consider recommendation to adopt Resolution No. **R-2020-0013** designating ADICO, LLC and LNV, LLC as engineering service providers for the 2020 Community Development Block Grant – MIT (CDBG-MIT) Program applications and project implementation administered through the Texas General Land Office (GLO)

X

ATTACHMENTS FOR REFERENCE

1. Resolution
2. Score Tabulation Summary
3. ADICO, LLC Proposal
4. LNV, LLC Proposal
5. RFQ 20-01 CDBG-MIT Engineering packet

STAFF BRIEFING:

- Texas General Land Office (GLO) is administering over \$4 billion in U.S. Department of Housing and Urban Development (HUD) Community Development Block Grant Mitigation (CDBG-MIT) funds
- These funds will be used to build and implement structural and non-structural projects, programs and partnerships in 140 eligible counties to reduce the risks and impacts of future natural disasters
- CDBG-MIT infrastructure funds are competitive, and Round 1 will award grants from \$3 million up to \$100 million to Hurricane Harvey-impacted communities
- At least one professional engineering service provider must be selected to assist with project applications and implementation
- Up to three projects may be submitted for consideration, and more than one engineering firm may be selected to develop projects
- The cost of engineering services is included in any grant awarded
- A Request for Qualifications was posted on June 2, 2020 on the city's website and on Texasbidsystem.com
- There were 146 proposals solicited through Texasbidsystem.com, 272 subscribers notified through CityofLaMarque.org, as well as a legal ad placed in the Galveston County Daily Newspaper which ran twice in a fifteen (15) day period. (6/3/2020 and 6/10/2020)
- GrantWorks notified the City that the word "engineering" was omitted from the newspaper publication; therefore, required the RFQ to be republished
- Statements of Qualifications received for the original posting were not required to resubmit
- The amended RFQ legal notice was published in the Galveston County Daily Newspaper twice in a fifteen (15) day period (8/5/2020 and 8/12/2020)
- Of the responses received, fifteen (15) qualified proposals were considered



CITY COUNCIL AGENDA FORM

- Please see the enclosed score tabulation for results
- Staff recommends accepting the proposals from ADICO, LLC and LNV, LLC
- Staff requests that Council authorize the city manager to negotiate contracts with ADICO, LLC and LNV, LLC

HISTORY: N/A

TARGET IMPLEMENTATION: August 24, 2020

SIGNIFICANT ACTION DATES: N/A

ACTION:

- | | |
|--|--|
| ☐ Ordinance | ☒ Resolution |
| ☐ Special Presentation | ☐ Proclamation |
| ☐ Finance Report | ☐ Public Hearing |
| ☒ Other - RFQ Award | |
| ☒ Mark if this item does not conflict with any Resolution, Ordinance or City Charter, policies, procedures | |

Cost Details:

Budgeted	
Actual Bid	
Estimated Expenditure	
Acct. Name(s)	
Line Item #	
Other Funding	

STAFF'S RECOMMENDATION: Motion adopt Resolution No. **R-2020-0013**, designating ADICO, LLC and LNV, LLC as engineering service providers for the 2020 Community Development Block Grant - MIT (CDBG-MIT) Program applications and project implementation administered through the Texas General Land Office (GLO)

FISCAL IMPACT: None; any future grant awards of CDBG-MIT funds will include provisions for administration and engineering services.

RESOLUTION NO. R-2020-0013

A RESOLUTION OF THE CITY OF LA MARQUE, TEXAS AUTHORIZING PROFESSIONAL SERVICE PROVIDER SELECTION FOR COMMUNITY DEVELOPMENT BLOCK GRANT - MITIGATION (CDBG-MIT) PROGRAM THROUGH THE TEXAS GENERAL LAND OFFICE (GLO)

WHEREAS, participation in CDBG-MIT programs requires implementation by professionals experienced in federally funded projects; and

WHEREAS, in order to identify qualified and responsive providers for these services, a Request for Qualifications (RFQ) process for engineering services has been completed in accordance with the GLO requirements; and

WHEREAS, the proposals received by the due date have been reviewed to determine the most qualified and responsive providers for each professional service giving consideration to ability to perform successfully under the terms and conditions of the proposed procurement, integrity, compliance with public policy, record of past performance, and financial and technical resources.

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

SECTION 1. That ADICO, LLC and LNV, LLC are selected to provide application and project-related professional engineering services for CDBG-MIT program.

SECTION 2. That any and all project-related services, contracts, or commitments made with the above-named service provider are dependent on the award of CDBG-MIT funds and successful negotiation of a contract with the service provider.

SECTION 3. That it is hereby officially found and determined that the meeting at which this Resolution is passed is open to the public as required by law and the public notice of the time, place, and purpose of said meeting was given as required.

PASSED, APPROVED AND ADOPTED on this _____ day of _____, 2020.

CITY OF LA MARQUE, TEXAS

Bobby Hocking, Mayor

ATTEST:

Robin Eldridge, TRMC, City Clerk

APPROVED AS TO FORM:

Derra Purnell, City Attorney

RFQ #20-02 CDBG-MIT Engineering
Score Tabulation Summary

RESPONDENTS

EVALUATORS

	C. JACKSON	S. KOU	C. WARREN	C. CARY	AVERAGE
ADICO, Inc	100	100	100	100	100
LNV, Inc	100	98	100	100	99.5
Freese & Nichols	70	87	78	41	69
LJA Eng.	90	79	87	55	77.75
Terracon (1)	67	86	76	32	65.25
Cobalt	67	83	76	44	67.5
Doucet	70	85	80	58	73.25
Amani (1)	90	76	85	46	74.25
WGA	89	80	78	33	70
AGS	86	92	80	43	75.25
Terracon (2)	78	86	75	46	71.25
TLC	91	77	84	39	72.75
IDS	88	77	89	61	78.75
Amani (2)	90	76	85	59	77.5
HVJ	92	76	86	43	74.25

**CITY OF LA MARQUE
REQUEST FOR QUALIFICATIONS
RFQ #20-02 ENGINEERING SERVICES**

**TEXAS GENERAL LAND OFFICE
CDBG – MIT – INFRASTRUCTURE**



**2114 EL DORADO BLVD., SUITE 400, FRIENDSWOOD, TX 77546
T: 832-895-1093 | WEBSITE: WWW.ADICO-LLC.COM
CONTACT: DINH V. HO, P.E., DINH@ADICO-LLC.COM**

DUE: JUNE 17, 2020 @ 10AM

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TRANSMITTAL LETTER

Tuesday, June 16, 2020

Robin Eldridge
City Clerk
City of La Marque
1111 Bayou Road
La Marque, TX 77568

TRANSMITTAL LETTER

Re: Request for Qualification (RFQ) #20-02 for Engineering/Architectural/Surveying Services
Proposed Contract Funding through the General Land Office ("GLO") Community Development
& Revitalization CDBG – Disaster Recovery program through the Hurricane Harvey Statewide
Competition Mitigation Fund (CDBG-MIT) – Infrastructure
City of La Marque, TX

Dear Ms. Eldridge,

Adico, LLC is please to submit for your review and consideration our Statement of Qualifications for Engineering Services - Proposed Contract Funding through the General Land Office ("GLO") Community Development & Revitalization CDBG – Disaster Recovery program through the Hurricane Harvey Statewide Competition Mitigation Fund (CDBG-MIT) – Infrastructure.

Adico understands that firms may submit proposals for any or all activities. Multiple contracts may be awarded because of this solicitation. The City will, in its sole discretion, determine the number of contracts awarded, and may decide not to award any contracts.

Adico understands the Scope of Work as detailed in the Request for Qualifications (RFQ) for General Engineering services as detailed in the advertisement dated May 28, 2020. Adico acknowledges, our firm is qualified, experienced, state licensed engineering firm and able to perform services as detailed below:

I. Scope of Work

Adico has received the detailed Scope of Work provided by GLO. The engineering contract will compass all application and project related engineering services to the City of La Marque under its CDBG-MIT project, including but not limited to the following:

Pre-Funding Services

- Provider will assist in development of grant applications, as necessary.

Post-Funding Services

- Initial Engineering and Design Support
- Engineering and Final Design Support
- Bid and Award Support
- Contract Management and Construction Oversight
- Specialized Services

II. Statement of Qualifications

Adico affirms that our firm meets the appropriate state licensing requirements to practice as an Engineer in the state of Texas. Adico confirms that our firm does not have any record of substandard work within the last five years and has not engaged in any unethical practices within the last five years.

Adico affirms it has experience in the following areas:

- Public works construction including but not limited to disaster recovery projects
- Federally funded construction projects; and
- projects located in this general region of the state

Included in the RFQ is our firm profile that includes experience and qualifications, recent related projects, staff resumes and references.

III. Evaluation Criteria

Adico understands that proposals received by the City of La Marque will be evaluated and ranked in accordance with Exhibit B within the RFQ.

IV. Fair and Reasonable Compensation

Proposals received will be evaluated and the most qualified Respondent will be selected, subject to negotiation of fair and reasonable compensation.

V. Submission Requirements

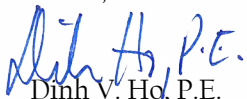
Included in the RFQ are the following required documents:

- Certificate of Insurance for professional liability
- Statement of Conflicts of Interest
- System of Award Management
- Form CIQ
- Certificate Regarding Lobbying
- Form 1295
- Required Contract Provisions

We hope, after your review of our Statement of Qualifications, that we have provided a glimpse of our professional engineering services for the City of La Marque's upcoming projects. We have no doubt that Adico, LLC, a small and minority owned business can provide the City with competent, proficient, and valuable engineering services.

We appreciate your time and consideration and look forward to hearing from you.

Sincerely,
Adico, LLC



Dinh V. Ho, P.E.
TBPE Firm No. 16423

STATEMENT OF QUALIFICATIONS

STATEMENT OF QUALIFICATIONS



I. SCOPE OF SERVICES

The City of La Marque is seeking to enter an engineering services contract with a state registered engineer. A sample detailed Scope of Work provided by GLO has been received and it is understood to encompass all application and project related engineering services to the City of La Marque under its CDBG-MIT project, including but not limited to the following:

Prefunding Services:

Assist with the development of grant applications, as necessary.

Post Funding Services

Initial Engineering and Design Support
Engineering and Final Design Support
Bid and Award Support
Contract Management and Construction Oversight
Specialized Services

It is understood that Pre-funding services are not eligible for CDBG-MIT reimbursement and must be paid with local or other non-CDBG-MIT funds. Respondents may be qualified to provide Engineering services for housing projects, non-housing projects, or both. Engineering services must be performed in compliance with the U.S. Department of Housing and Urban Development ("HUD") and guidelines issued by the GLO. Providers will be bound to specific terms and conditions found in the sample general terms and conditions.

Adico has recent experience with applying for and being selected for several CDBG-MIT Projects. We have worked with grant writers such as Grant Works on the development of grant applications and providing documentation, as necessary. As mentioned, we have been selected for several Engineering contracts, specifically related to CDBG-MIT (Mitigation), CDBG-DR (Disaster Recovery), and CDBG-HMA (Hazard Mitigation Assistance) through various FEMA programs related to Hurricane Harvey. We have also been selected as engineer for the Texas Water Development Board (TWDB) Flood Infrastructure Board (FIF) grant program.

Our role as City Engineer for both the City of La Marque and City of Iowa Colony provides us with a unique ability to assist the cities in defining problems and providing solutions to improve infrastructure and city services. Adico assists the cities in identifying capital improvement projects as well as serving as a liaison between the city and local municipalities, county, state and federal agencies. In addition, Adico works with TxDOT in planning and preparing for the impact and disruption of major roadway projects running through the cities.

Adico currently provides engineering services for other local government, school districts as well as private clients. These scope of services offers a wide range from preliminary feasibility, planning, preliminary and final design, construction administration and management and project closeouts. Our development projects include site development, single and multi-family, K-12 education facilities, and drainage and detention projects. Additional engineering services are provided within the Company Profile located later in the RFQ.

General Requirements:

STATEMENT OF QUALIFICATIONS



- Coordinate, as necessary, between subrecipient and its service providers (i.e., Engineer, Environmental, Contracted Construction Company, Grant Administrator, etc.) and GLO. Regarding project design services.
- Provide monthly project status updates.
- Funding release will be based on deliverables identified in the contract.

Initial Engineering and Design Support

- Assist with the development of grant applications, as necessary.
- Provide all project information necessary to ensure timely execution of the environmental review.
- Provide preliminary engineering, investigations, and drawings sufficient to achieve the preliminary design milestone, including at a minimum:
 - ☐ Cross sections/elevations
 - ☐ Project layout/staging areas
 - ☐ General notes
 - ☐ Special notes
 - ☐ Design details
 - ☐ Specifications
 - ☐ Utility relocation designs
 - ☐ Construction limits, including environmentally sensitive areas that should be avoided during construction
 - ☐ Required permits
 - ☐ Quantities
 - ☐ Estimate of construction costs to within +/- 25%
 - ☐ Schedules for design, permitting, acquisition and construction
- Design surveying, topographic and utility mapping.
- Perform subsurface explorations for project sites, as necessary.
- Prepare horizontal alignments/layouts for all proposed project alternatives necessary to fully describe the project scope, anticipated limitations, and potential project impacts.
- Recommend value engineering options (alternative design, construction methods, procurement, etc.) that may improve efficiency, expedite the schedule, or reduce project costs for the subrecipient.
- Identify, acquire and submit all necessary permits and approvals required for design approval and construction.
- Submit all necessary deliverables to the appropriate entity for review and comment. Adjust project and/or design to satisfactorily address any comments, as necessary.
- Prepare plans and profiles, including vertical design information for the selected alternative.
- Identify and address potential obstacles to project implementation (i.e., pipelines, easements, permitting, environmental, etc.) prior to moving forward with the final design.

STATEMENT OF QUALIFICATIONS



- Support subrecipient with acquisition or property/servitudes/right-of-way documentation as required by the City to facilitate the project, preparing right of way surveys and/or property boundary maps and legal descriptions of parcels to be acquired.
- Provide project schedules from cradle to grave in MS Project format or equal as approved by the subrecipient based on GLO guidance.

Engineering and Final Design Support

Adico is able to provide all Engineering services described below as they relate to final design support:

- Prepare plans and profiles, including necessary design information for the selected alternative sufficient to achieve all detailed design milestones. Examples include, but are not limited to:
 - ☐ Cross sections/elevations
 - ☐ Project layout/staging areas
 - ☐ General notes
 - ☐ Special notes
 - ☐ Design details
 - ☐ Specifications
 - ☐ Utility relocation designs
 - ☐ Construction limits, including environmentally sensitive areas that should be avoided during construction
 - ☐ Required permits
 - ☐ Quantities
 - ☐ Estimate of construction costs to within +/- 20%
 - ☐ Schedules for design, permitting, acquisition and construction
- Provide information to appropriate individuals for the development of environmental fund release reports and floodplain maps.
- Identify, acquire and submit all necessary permits and approvals required for design approval and construction.
- Provide hard copy, if necessary, reproducible plan drawings and bid documents, in addition to electronic copies to the subrecipient, upon design completion, and as requested during design. Electronic copies should be in the native format (AutoCAD DWG) along with PDF packages and should contain all corresponding references, databases, or files associated with the completed design documents.
- Assist the subrecipient and any service provider related to the project with all necessary documentation to ensure compliance with all Program requirements and regulations.

Bid and Award Support

Adico will be able to provide all the Engineering services described below as they relate to bid and award support.

STATEMENT OF QUALIFICATIONS



- Submit appropriate items and support subrecipient in the development of complete bid package.
- Prepare and assist subrecipient in the advertisements for bid solicitation.
- Support development and issuance of bid-related documents necessary to complete bid process (e.g. bid proposal form, bid addenda and supporting documentation).
- Attend and support subrecipient at pre-bid conference and bid opening.
- Support subrecipient with ongoing communication during bid process.
- Support subrecipient to complete bid tabulation and evaluation of responses and provide recommendation for award.
- Support subrecipient to negotiate and finalize contract documents, including issuance of the Notice to Proceed, in accordance with program and subrecipient requirements.
- Support subrecipient in the conducting of a preconstruction conference.

Contract Management and Construction Oversight

Adico has the ability to provide all the Engineering services described below as they relate to contract management and construction oversight.

- Ensure delivery of subrecipient project in accordance with contract.
- Provide ongoing Construction Oversight Reports detailing the status of construction for subrecipient project.
- Review all service provider submittals to ensure compliance with construction contract documents and provide recommendations to subrecipient.
- Provide periodic and final inspections and tests reports, as required for the project.
- Provide on-site supervision and oversight of construction activities at a minimum on a bi-weekly basis or as directed by the GLO or subrecipient.
- Review Construction Change Orders and provide recommendation to subrecipient as to appropriate action.
- Review invoice/draw requests and provide recommendation to subrecipient as to appropriate action, in compliance with the construction contract documents.
- Obtain independent cost estimates for validation purposes, as required.
- Review and respond to requests for information/clarification.
- Support subrecipient with issue identification and claims resolutions.
- Enter all requisite information into the GLO system of record in accordance with established policies and procedures.
- Develop a final “as built” report of quantities, drawings, and specifications.
- Issue to the subrecipient, for execution, a Certificate of Construction Completion within 30 days of final inspection approval.
- Deliver “as-built” drawings to the subrecipient within 30 days of project completion.
- Host and/or attend project coordination meetings in person, by phone, or by video conference, which may or may not fall during normal business hours.
- Perform other contract management and construction oversight duties as required to ensure success of the subrecipient project.
- Provide necessary certifications to regulatory agencies of project completion and compliance (ex. TCEQ).

STATEMENT OF QUALIFICATIONS



- Submit all final invoices within 60 days after contract or work order expiration.

Specialized Services

Adico is able to provide the following Engineering Services:

- Geotechnical Investigations as may be required for a project.
- Detailed Surveying as may be required for a project.
- Site Specific Testing as may be required for a project.
- Archeological Studies as may be required for a project.
- Planning Studies as may be required for a project.
- Feasibility Studies as may be required for a project.
- Legal documentation for property and/or easements to be acquired (i.e., field notes, etc.).
- Phase I and Phase II environmental site assessments as requested.

II. STATEMENT OF QUALIFICATIONS

Our staff of nine experienced and knowledgeable employees has afforded the firm with a large portfolio of different types development projects. We have experience with clients in both the public and private sector. Our projects include planning, preliminary and final design of single family residential, multi-family residential, commercial site development, retail and mixed use, detention facilities, wastewater treatment plants, water plants, and capital infrastructure improvement projects. All our projects include options for contract management and construction phase services.

Our dedicated staff has worked with numerous local government clients. Our current client list includes:

- Harris County
- City of Iowa Colony
- City of La Marque
- City of Sugarland
- City of Houston

Adico currently serves as City Engineer for the City of La Marque and City of Iowa Colony. As City Engineers, one of our primary responsibilities is to serve as the Certified Floodplain Manager (CFM). With this responsibility, we review and approve development projects including hydrologic studies and detention design. To do this, we work with other local governmental agencies, municipal utility district, local developers, and landowners to be determine areas of concern and current and future development needs. In addition, as City Engineer, we are the cities representative with other local government as well as state and federal agencies. In addition, we collaborate with city officials in identifying the needs of the city and provide recommendations on expansions/repairs of city infrastructure and capital improvement projects.

Company Profile

Adico, LLC is a consulting civil engineering firm based in Friendswood, TX. Our combined professional experience offers over 45 years of civil engineering expertise in the Houston metropolitan area. Our ambition is simple, we want to use our engineering expertise to create a highly efficient, cost effective product to, at minimum, exceed our clients' expectations. We have worked with numerous both public and private entities to produce projects we are proud to call

STATEMENT OF QUALIFICATIONS



our own. Smart design, functionality, and budget and time consciousness has been a key staple to our success and the reason for several repeat clients. Availability and constant communication with our clients have been the most important component to our success. In our many years in the business, we have developed strong strategic and prosperous partnerships working with fellow engineers, architects, construction contractors, utility districts and governmental agencies to provide clients with the ultimate result of successful projects with thoughtful design.

We offer a wide range of professional civil engineering services. These services include:

- Project conception and initial planning
- Preliminary feasibility studies
- Stage 2 feasibility study
- Preliminary design through final design
- Preparation of construction documents
- Construction phase services

Adico, LLC has consulted on numerous projects, both small and large. Our clients have a vast portfolio of projects throughout the Houston metropolitan area and we are proud to have consulted on many of these complex, exclusive and highly unique projects. To name a few, below is a sample of our consulting services:

- Municipality consulting
- Disaster Recovery consulting
- Educational facilities
- Utility analysis
- Drainage analysis
- Street design and construction management
- Sidewalks and parking lots
- Road and bridges
- Storm water management and system design
- Wastewater treatment plants
- Single family residential land development
- Education facilities
- Commercial site development, including office space, warehouse, strip centers, gas stations, etc.

Core Values:

Adico's core values are constant communication and developing lasting professional relationships. Our diverse staff offers professional services working in various specialties to come together and provide the ultimate service of meeting our client's goals. We have never tried to cut on either quality, the pace of work or any other construction aspects. We stay true to fulfill our promise of efficiency and quality service.

Quality:

We believe our attention to details ensures our success. We always aim to "do it right" the first time and eliminate unnecessary steps, to save time and money. From conception of a project, we

STATEMENT OF QUALIFICATIONS



derive and commit to a game plan that fits the needs of our clients' interests. Our game plan foresees most constraints with time, money and schedule. Market awareness and communication is the key to a successful project.

Pace:

Adico is a prepared firm. We know that most projects are time sensitive. Maintaining an accurate and steady schedule can make or break a project. Our clients are ensured that with our representation on the project, the project will be delivered in a time sensitive manner. Accuracy and attention to detail is not thwarted when we are given a timeline for completion. As experienced professionals, skillful execution is essential to our success.

Firm Staff and Ability to Perform:

Adico, LLC for was formed in 2015 with our principal as its sole employee. In four years, through building advantageous professional relationships and dedication to our craft, we have rapidly grown into a 9-person staff. We have prided ourselves with expertise of our field and producing quality work that results in repeat clients and referrals. Included in our staff is our principal, Dinh V. Ho, two senior project engineers, two project designers, two field inspectors, and two administrative personnel. Our team has decades of experience in hazard mitigation projects at all levels, including planning, designing, and pre and post construction activities for both private and public entities.

Adico recognizes our field, Civil Engineering, is ever changing and always ensures we are knowledgeable of the changes and adapt to them. Our team is diverse and skilled with over 45-year of solid working experience in due diligence, design, pre and post construction activities and obtaining governmental approvals. The team has built and maintained lasting relationships that have paved the way for our success as a firm.

Experience and Qualifications

▪ *Public Works Construction*

As City Engineer for Iowa Colony and La Marque, Adico is responsible for plan review and approval of all development projects including performing construction inspections, and project closeouts for city maintenance. We are responsible for addressing all public infrastructure needs and capital improvement projects.

For the last several years, Harris County has engaged our services for several projects. This includes the Harris County Pet Veterinary Clinic, John Paul Lansing Drainage and Detention Facility and Baytown Waterline Extension. Our scope of services includes planning, initial and final design, bid services, construction administration and inspection services.

▪ *Federally Funded Construction Projects*

As mentioned, Adico has been awarded three CDBG-MIT and HMA projects. This includes Iowa Colony CDBG Projects related to Hurricane Harvey Disaster Recovery, La

STATEMENT OF QUALIFICATIONS



Marque CDBG Hurricane Harvey Disaster Recovery Project and Huffman ISD Hurricane Harvey CDBG-MIT. Adico provide pre and post funding professional engineering related services for these projects. A brief description is below:

- Iowa Colony, Hurricane Harvey-CDBG-DR, HMA
 - Reference: Ron Cox, City Manager
 - Selected for Engineering Services in 2019
 - Identified infrastructure damages and submitted documentation for repair/replacement of structures
 - Status: Design phase
- La Marque, Hurricane Harvey-CDBG-DR
 - Reference: Charles Tink, City Manager
 - Selected for Engineering Services in Nov. 2019
 - Identified drainage projects that suffered repetitive flooding issues
 - Status: Design Phase
- Huffman ISD, Hurricane Harvey, CDBG-DR
 - Reference: Tim Brittain, Huffman ISD Chief Financial Officer
 - Selected for Engineering Services in 2018
 - Repair/Replacement of Chiller Pad
 - Flood remediation of existing facilities
 - Status: Both projects completed in 2019
- Projects located in General Region of the State

All Adico projects are located within Harris County and surrounding counties.

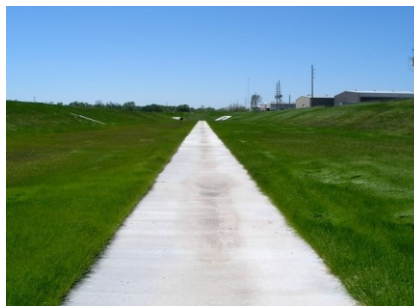
▪ References

References are provided in company brochure located towards the end of our qualification package.

COMPANY BROCHURE

ADICO

CONSULTING ENGINEERS



CONSULTING ENGINEERING SERVICES:
CIVIL ENGINEERS,
PROJECT MANAGERS, CONSTRUCTION MANAGEMENT

ENGINEERING SERVICES

CIVIL ENGINEERING

- Site Planning and Utilities
- Site Development
- Stormwater Drainage System
- Water/Wastewater System
- Pump Station Design
- Wastewater Treatment Plan
- Pedestrian Facilities Planning
- Roadway Design
- Construction Administration

WATER RESOURCES

- Storm Water Management Plans
- Channels
- Storm Sewer Systems
- Detention Basins
- Storm Water Pump Stations
- Water Amenities and Water Quality Ponds
- NPDES Permits/ FEMA Submittals
- Storm Water Pollution Prevention Plans

SITE DEVELOPMENT

- Retail & Mixed Use
- Townhomes and Multi-Family Projects
- Offices and Medical Facilities
- Education

PLANNING

- Master Planning
- Feasibility Studies
- Land Use Planning and Approvals

TRANSPORTATION AND TRAFFIC

- Roadways Geometrics
- Construction Sequencing
- Traffic Control Plans
- Utility Relocations
- Signing & Pavement Markings
- Railroad Design and Studies
- Construction Management/ Administration

LAND DEVELOPMENT

- Feasibility Analysis
- Water Treatment and Distribution
- Wastewater Collection and Treatment
- Storm Water Management
- Erosion/ Sedimentation Controls
- Roadway Design
- Traffic Engineering
- Construction Administration

ALLC civil engineering team has extensive experience ranging from planning, design and construction of water distribution, wastewater collection, stormwater systems and roadways for municipalities, utility districts and private clients.

MUNICIPAL

- City of Iowa Colony
- City of La Marque
- Harris County MUD 381
- Harris County MUD 420
- Harris County
- Galveston County
- City of Sugar Land
- Mason Creek Utility District



EDUCATION

- Katy ISD, Katy High School No. 10
- Katy ISD, Katy Junior High No. 19
- Huffman ISD, Falconridge Elementary
- Alvin ISD— Bob & Betty Nelson E.S.
- Alvin ISD— Sterling Lakes ES
- Houston ISD— Ryan Elementary
Parking Lot Expansion
- Lamar University - Ty Track
Renovations



INDUSTRIAL/COMMERCIAL

- Ellis Business Park
- Hunting Energy Service – Ameriport
Campus
- Hunting Energy Services—National
Coupling Expansion
- ProBuild, Inc. — Manvel, Katy, Conroe
- Schlumberger



JOHN PAUL LANDING CENTRAL CELL EXCAVATION

Owner: Harris County

Location: West Road, east of Katy
Hockley rd.

Overview: Excavation of
approximately 500,000 cy of
materials and provide connection to
existing pond and pedestrian bridge
and park at John Paul Landing Park.

Responsibility:

- Planning
- Preliminary and final design
of excavation and pilot
channel, pedestrian bridge
and boardwalk
- Stormwater pollution
prevention plan
- Bidding services
- Construction phase services.

Cost Estimate: \$4,500,000

Contact: Jessica Cohen, Harris
County Engineering Dept.

Status: Under Construction,
Estimated completion Summer 2020



HARRIS COUNTY VETERINARY PUBLIC HEALTH EXPANSION

Owner: Harris County

Location: 610 Canino Road, Houston, TX

Overview: Expansion of Harris County Veterinary facilities including water, sanitary sewer and drainage engineering services to expand facility, parking lot and detention to existing facilities.

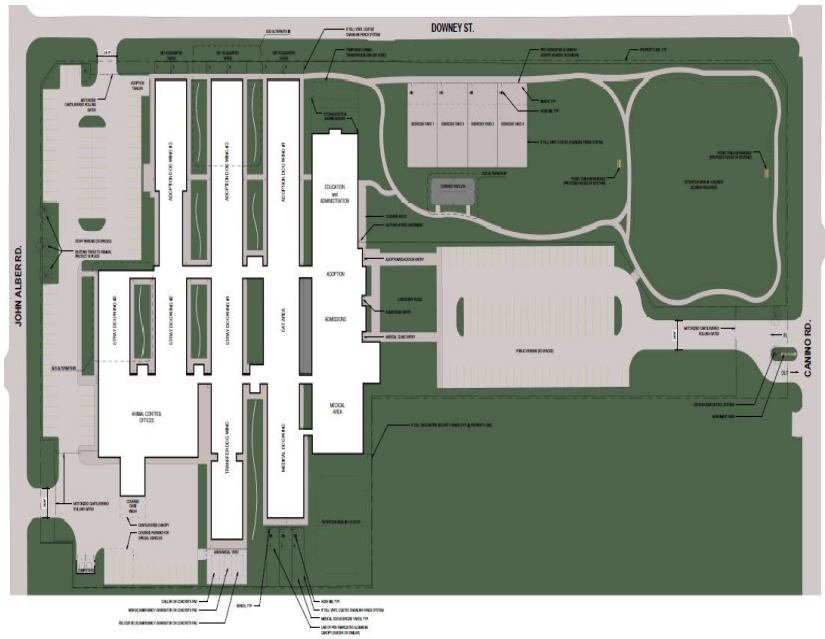
Responsibility:

- Planning
- Preliminary and final design of water, sewer, and drainage expansion.
- Stormwater pollution prevention plan
- Construction phase services

Cost Estimate: \$3,000,000

Contact: Will Turner, Kirksey Architecture

Status: Completed 2018



BOB AND BETTY NELSON ELEMENTARY SCHOOL

Owner: Alvin Independent School
District

Location: FM 1462 and FM 185, Alvin,
TX

Overview: New elementary school in
Alvin, TX. Provide onsite and offsite
water, sanitary sewer, drainage, and
paving engineering services to serve new
elementary school.

Responsibility:

- Planning
- Preliminary and final design of
water, sewer, drainage and
paving for onsite and offsite
facilities.
- Stormwater pollution
prevention plan
- Bidding services
- Construction phase services

Cost Estimate: \$2,000,000

Contact: Adam Belcher, Huckabee
Architects

Status: Completed 2019



COUNTY ROAD 185 WIDENING AND TRAFFIC IMPROVEMENTS

Owner: Alvin Independent School
District

Location: FM 1462 and FM 185, Alvin,
TX

Overview: FM 185 Expansion and
traffic improvements to serve Alvin ISD
Bob and Betty Nelson Elementary
school.

Responsibility:

- Planning
- Preliminary and final design of
drainage and paving
improvements and traffic
signalization
- Stormwater pollution
prevention plan
- Bidding services
- Construction phase services

Cost Estimate: \$650,000.00

Contact: Julianne Black, Alvin ISD

Status: Completed 2019



HUFFMAN ISD FLOOD REMEDiation OF EXISTING FACILITIES

Owner: Huffman Independent School District

Location: Huffman ISD, various campuses and district facilities

Overview: Flood remediation of existing district facilities, including transportation building, field house, portable buildings, football and track facilities and pump house.

Responsibility:

- Planning
- Flood remediation including detention and drainage plans

Cost Estimate: \$3,500,000

Contact: Tom Trials, Huffman ISD

Status: Planning, Estimated completion Fall 2021



CITY OF IOWA COLONY CDBG-DR AMES ROAD BRIDGE REPLACEMENT

Owner: City of Iowa Colony

Location: Ames Rd., Iowa Colony

Overview: Assist grant writers in developing application for submittal. Planning for replacement bridge damaged from Hurricane Harvey.

Responsibility:

- Planning
- Preliminary and Final Design

Cost Estimate: \$200,000

Contact: Ron Cox, Ron Cox Consulting

Status: Planning, Estimated completion 2021



SHELDON ISD WATER LINE AND FORCE MAIN EXTENSION

Owner: Sheldon Independent School District

Location: CE King Pkwy, Beltway 8

Overview: Approximately 6,000 linear feet of water line extension and approximately 7500 linear feet of lift station and force main to serve new Sheldon ISD High School.

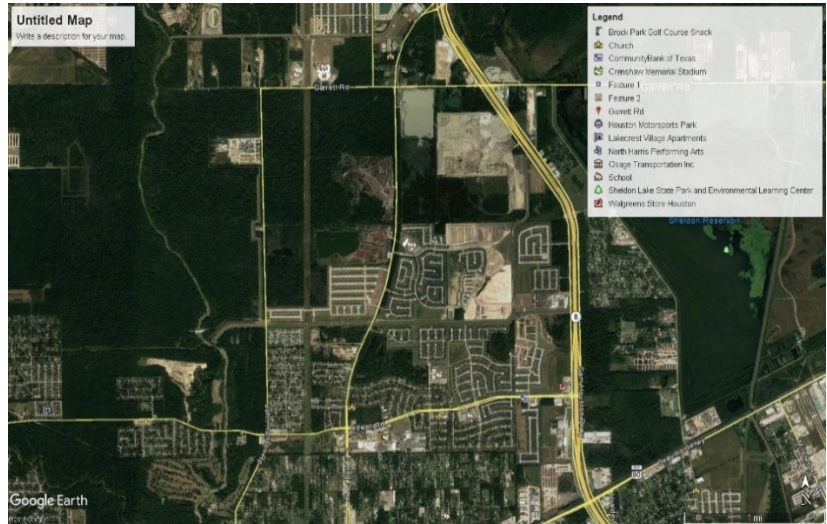
Responsibility:

- Planning
- Preliminary and Final Design of approximately 6,000 lf of water line.
- Preliminary and final design of approximately 7500 lf of lift station and forcemain.
- Bidding Services
- Construction Phase Services

Cost Estimate: \$2,500,000

Contact: Van Franks, LAN Engineering

Status: Completed 2019



KATY ISD NEW HIGH SCHOOL NO. 10

Owner: Katy Independent School District

Location: Katy Hockley Rd and Logenbaugh Rd., Katy, TX

Overview: Approximately 157 acres, provide civil engineering services for detention, flood mitigation and overflow channel to service district complex.

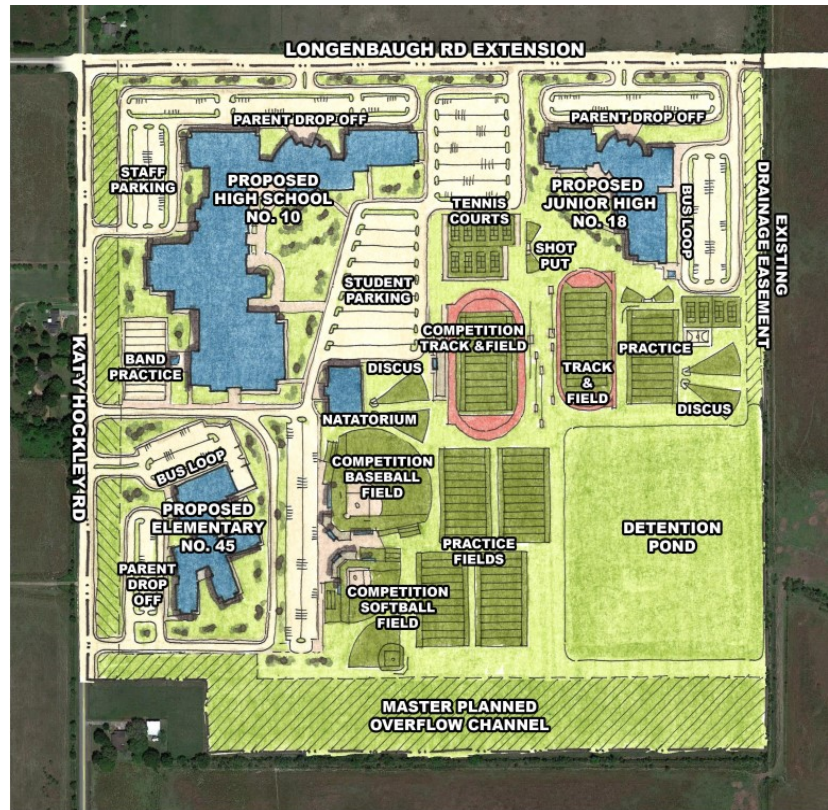
Responsibility:

- Planning
- Preliminary and final design for detention, flood mitigation and overflow channel
- Bidding Services
- Construction Phase Services

Cost Estimate: \$7,500,000

Contact: Elisabeth Kassman, Katy ISD

Status: Currently under construction



KATY ISD FLOOD DAMAGE MITIGATION STUDY

Owner: Katy Independent School
District

Location: Katy ISD Various Campuses

Overview: Flood remediation of
existing district facilities, including
five campuses

Responsibility:

- Feasibility
- Drainage assessment
- Flood remediation report

Cost Estimate: \$300,000

Contact: Elisabeth Kassman, Katy ISD

Status: Completed 2018



FM 2100 EXPANSION TO SERVE HUFFMAN ISD NEW ELEMENTARY SCHOOL

Owner: Huffman Independent School
District

Location: FM 2100, Huffman, TX

Overview: Approximately

Responsibility:

- Planning
- Preliminary and final design.
- Bidding Services
- Construction Phase Services

Cost Estimate: \$250,000

Contact:

Status: Completed 2018



REFERENCES

Mr. Joe Castillo, Jr., LEED AP Director
Project Management Office
Harris County Public Infrastructure Dept.
1001 Preston, 7th Floor
Houston, Texas 77002
713.755.7630

Kayleen Rosser
City Secretary
City of Iowa Colony
12003 Iowa Colony Blvd.
Iowa Colony, TX 77583
281.369.2471

Mr. Ron Cox
Ron Cox Consulting
120 St. Andrews
Friendswood, Texas 77546
281.543.0042

Chaise Cary
Director of Public Works
City of La Marque
4916 Texas Ave., Suite C
La Marque, TX 77568
409.838.9280

Mr. Mark Berthold
Director of Facilities Program ProBuild, Inc.
7595 Technology Way, Suite 500
Denver, CO 80237
303.262.8600

Elisabeth Kassman
Katy ISD
Executive Director Facilities, Planning and Construction
6301 South Stadium Lane
Katy, TX 77494
281.396.2309

Tom Trials
Bond Program Management Services
29489 Redtop Rd.
Richards, TX 77873
832.628.9400

Charles Tink Jackson
City Manager
City of La Marque
1111 Bayou Rd.
La Marque, TX 77568
409.938.9225

RESUMES



Dinh V. Ho, P.E.
Principal in Charge/ Project Manager

Role: Principal in Charge/Project Manager

Education: Bachelor of Science, Civil Engineering, Lamar University

Licensing: Texas No. 93895

Project Commitment: 100%

Dinh Ho, P.E. brings over 20-years of civil engineering experience in site and land development. He is responsible for overseeing design and management of projects ranging from education to municipalities. His experiences include coordination with surveyors, architects and other professionals in the preparation of development plans; preparation and review of contractor's bid packages for street paving, sewer, storm water, water utility and franchise utility improvement; and supervision of construction activities.

PROJECT EXPERIENCE:

- Iowa Colony, CDBG Disaster Recovery and Hazard Mitigation Assistance (HMA) procurement and Pre-Funding and Post Funding Services.
- Iowa Colony, City Engineer, Review and approve infrastructure improvement projects including bridges, major thoroughfares, collector streets and subdivision streets and provide construction inspection services, Iowa Colony, TX
- Alvin ISD, Bob and Betty Nelson Elementary School, Onsite and Offsite Utilities, Alvin, TX
- Huffman ISD, Falcon Ridge Elementary School, Onsite and Offsite Utilities, Huffman, TX
- Katy ISD, Perform flood mitigation survey of five schools and develop plan to mitigate future flooding, Katy, TX
- Harris County, Provide initial and final design and obtain approval for TXDOT roadway expansion and traffic signalization for approximately 1300 LF of Wolf Road, Huffman, TX
- Alvin ISD, Provide initial and final design and obtain approval for CR 185 widening and traffic signalization for approximately 1,000 LF., Alvin, TX
- Alvin ISD, Provide initial and final design and obtain approvals for 350 LF of pedestrian cross wings and traffic signalization of FM 1462, Alvin, TX.
- Houston ISD, Ryan Middle School-Storm Water Detention and Parking Lot Expansion, Houston, TX
- Houston Community College, Alief Early College High School-New Campus, Houston, TX
- Houston ISD, 2007 Bond Program Manager, Houston, TX



Phasith (Sid) Nanthavong, P.E.
Senior Project Manager

Role: Senior Project Engineer

Education: Bachelor of Science, Engineering Technology in Structural Analysis and Design, University of Houston, 1997

Licensing: Texas No. 99284

Project Commitment: 100%

Sid offers over 20-years of experience as a project engineer and project manager in civil engineering. Sid provides extensive knowledge in design and development of commercial site development and municipal projects. His overall experience includes floodplain mitigation, stormwater detention design, conveyance analysis, stormwater quality/ stormwater pollution prevention design, site grading, utility, design layout, roadway design, site investigation and due diligence for land acquisition.

PROJECT EXPERIENCE:

- UPS Expansion, Project manager of preliminary and final design of site facilities. La Marque, TX
- 35 Acre Mobile Home Community, Project manager of preliminary and final design of site facilities, Arcola, TX
- 10 Commercial development and utility extension, Project manager of preliminary and final design of site facilities, Baytown, TX
- Fort Bend County MUD 225, Sanitary Lift Station and Force main, Rosenberg, TX
- Memorial Green Residential and Commercial Development, Houston, TX
- Quadvest Water Line and Sanitary Extension, Old Town Springs, TX
- Halliburton North Belt Campus Improvement, Houston, TX
- Milner Road Improvement, Houston, TX
- West Road Extension & Detention, Harris County
- North Sanitary Sewer Extension and Lift Stations and Sanitary Force Main, Lake Jackson, TX



Israel Wong
Construction Manager

Role: Construction Manager
Education: ITT Technical Institute, 1997
Years with Firm: 2016-present
Project Commitment: 100%

Israel Wong has 14-years experience in construction management and design for various site development projects. His responsibilities have included design and construction management of water and sewer facilities, paving facilities drainage area maps, storm water plans and profile sheets, storm water pollution prevention plans, as well as traffic control plans. In addition, Israel has served as Construction Bond Manger for Houston ISD 2007 Bond Program, who oversaw four school sites.

PROJECT EXPERIENCE:

- City of Iowa Colony, City inspector for all infrastructure projects, Iowa Colony, TX
- City of La Marque, TX, City inspector for all infrastructure projects, Iowa Colony, TX
- Alvin ISD, Bob and Betty Nelson Elementary School, Onsite and Offsite Utilities, Alvin, TX
- Huffman ISD, Falcon Ridge Elementary School, Onsite and Offsite Utilities, Huffman, TX
- Magnolia ISD, Magnolia West High School, Storm Water Detention and Access road Improvements, Magnolia, TX
- Houston ISD, Butler & Barnett Stadium Synthetic Turf & Drainage System Installation, Houston, TX
- Houston ISD, Delmar Stadium Synthetic Turf & Drainage System Installation, Houston, TX
- Houston ISD, Ryan Middle School-Storm Water Detention and Parking Lot Expansion, Houston, TX
- Houston Community College, Alief Early College High School-New Campus, Houston, TX
- Houston ISD, Wainwright Elementary School Storm Water Detention and Parking Lot Expansion, Houston, TX
- Houston ISD, 2007 Bond Program Manager, Houston, TX



Dale P. Dao
Senior Civil Designer/ Construction Manager

Role: Senior Civil Designer

Education: Instrumentation, Lamar Institute of Technology, 2005

Years with Firm: 2016-present

Project Commitment: 100%

Dale has over 12-years experience of the design of site and land development projects. These projects included paving design, road cross section and ditches, drainage/storm drain design and analysis, potable water and fire design, sanitary sewer, catch basins, as well as inlets and outlets. In addition, Dale has construction inspection experience with the City of Iowa Colony, City of La Marque as well as private development project.

PROJECT EXPERIENCE:

- Alvin ISD, Bob and Betty Nelson Elementary School, Onsite and Offsite Utilities, Alvin, TX
- Harris County, Provide initial and final design and obtain approval for TXDOT roadway expansion and traffic signalization for approximately 1300 LF of Wolf Road., Huffman, TX
- Huffman ISD, Falcon Ridge Elementary School, Onsite and Offsite Utilities, Huffman, TX
- Alvin ISD, Provide initial and final design and obtain approval for CR 185 widening and traffic signalization for approximately 1,000 LF., Alvin, TX
- Alvin ISD, Provide initial and final design and obtain approvals for 350 LF of pedestrian cross wings and traffic signalization of FM 1462, Alvin, TX.
- Magnolia ISD, Magnolia West High School, Storm Water Detention and Access road Improvements, Magnolia, TX
- Houston ISD, Butler & Barnett Stadium Synthetic Turf & Drainage System Installation, Houston, TX
- Houston ISD, Delmar Stadium Synthetic Turf & Drainage System Installation — Houston, TX
- Houston ISD, Ryan Middle School-Storm Water Detention and Parking Lot Expansion, Houston, TX
- Houston Community College, Alief Early College High School-New Campus, Houston, TX



Erann Perez
Civil Designer

Role: Civil Designer

Education: Associates, Engineering Design Graphics
Technology North Harris Community College

Years with Firm: 2016-Present

Project Commitment: 100%

Erann has over 14-years experience of the design of site and land development projects. These projects included paving design, road cross section and ditches, drainage/storm drain design and analysis, sanitary sewer, and paving facilities. His responsibilities have also included SWPPP, GIS, architectural design, fire code and ADA compliance.

PROJECT EXPERIENCE

- Alvin ISD, Bob and Betty Nelson Elementary School, Onsite and Offsite Utilities, Alvin, TX
- Harris County, Provide initial and final design and obtain approval for TXDOT roadway expansion and traffic signalization for approximately 1300 LF of Wolf Road., Huffman, TX
- Huffman ISD, Falcon Ridge Elementary School, Onsite and Offsite Utilities, Huffman, TX
- Alvin ISD, Provide initial and final design and obtain approval for CR 185 widening and traffic signalization for approximately 1,000 LF., Alvin, TX
- Alvin ISD, Provide initial and final design and obtain approvals for 350 LF of pedestrian cross wings and traffic signalization of FM 1462. --- Alvin, TX.
- Magnolia ISD, Magnolia West High School, Storm Water Detention and Access road Improvements — Magnolia, TX
- Houston ISD, Butler & Barnett Stadium Synthetic Turf & Drainage System Installation — Houston, TX
- Houston ISD, Delmar Stadium Synthetic Turf & Drainage System Installation — Houston, TX
- Houston ISD, Ryan Middle School-Storm Water Detention and Parking Lot Expansion — Houston, TX
- Houston Community College, Alief Early College High School-New Campus — Houston, TX



Felipe Alvarado
Project Engineer

Role: Project Engineer
Education: BS Civil Engineer, University of Nuevo Leon, MX
Years with Firm: 2019-Present
Project Commitment: 100%

Felipe is a civil engineer with over 32-years experience in Petro-chemical, construction management and structural design. Construction management experience including major concrete/steel structures, flood control channels, roadway facilities, construction surveying and structural forensic inspection.

PROJECT EXPERIENCE:

- City of Iowa Colony, CDBG Disaster Recovery and Hazard Mitigation Assistance (HMA) procurement and Pre-Funding and Post Funding Services, Iowa Colony, TX
- Harris County, John Paul Landing Central Cell Excavation, design of 20-acre detention mitigation basin for John Paul Landing Park, Katy, TX



Dong Nguyen, P.E., CFM
Senior Project Manager

Role: Senior Civil Engineer

Education: Bachelor of Science, Civil Engineer, California State Polytechnic University

License: TRPE: 93048, TCFM: 0775-05N

Project Commitment: 100%

With over 20-years of experience, Dong has worked as a Civil Engineer specializing in water resources and civil design. Specific knowledge and skills include floodplain delineation and mapping, hydrologic impact analysis and mitigation design and drainage system design. Dong has vast experience with the requirements and permitting of Various Counties, Federal Emergency Management Agency, and US Army Corps of Engineers.

PROJECT EXPERIENCE

- Velasco Drainage District, Prepare Drainage Report for 50 miles of Levees, 14 Pump Stations, 34 Gravity Drainage Structures and a Navigation Control Tidal Gate Structure of the Freeport Hurricane Flood Protection Levee Certification, Clute, TX
- Varner Creek Utility District, Prepare and Obtain the Approve of the LOMR and Levee Certification of Columbia Lakes Subdivision, West Columbia, TX
- Fort Bend County, Manage the Mapping and Release of the Digital Flood Insurance Rate Map (DFIRM) for Fort Bend County, Fort Bend, TX
- LNG Development, Prepare the Drainage Analysis for Pretreatment Facility of Freeport, Freeport, TX
- Cypress Woods Nursing Home, Prepare and Obtain Special Use Permit for the Cypress Woods Nursing Home, Angleton, TX
- Gulf Coast Water Authority, Review the Design and Drainage Study of Chocolate Bayou Salt Water Barrier, Texas City, TX
- LNG Development, Prepare and Obtain the USACE Section 408 Permit for Pretreatment Facility of Freeport, Freeport, TX



Michael Gonzalez
Construction Inspector

Role: Construction Inspector

Education: Associates, Computer Business, Texas School of Business, 2007, Associates, Health Science, Houston Community College, 2015

Years with Firm: 2019-Present

Project Commitment: 100%

Michael has over 10-years experience in supervisory positing overseeing maintenance operations in storm, sanitary, and water distribution systems. Performed inspections for site development, municipal utility districts and city infrastructure projects. Michael currently holds a TCEQ Customer Service Inspectors License.

PROJECT EXPERIENCE

- City of Iowa Colony, City inspector for all infrastructure projects, Iowa Colony, TX
- City of La Marque, TX, City inspector for all infrastructure projects, Iowa Colony, TX

REQUIRED DOCUMENTATION

SAM Search Results
List of records matching your search for :

Search Term : Adico, LLC.*
Record Status: Active

ENTITY	Adico, LLC.	Status: Active
DUNS: 079908584	+4:	CAGE Code: 85QA5 DoDAAC:
Expiration Date: 01/27/2021	Has Active Exclusion?: No	Debt Subject to Offset?: No
Address: 211 E PARKWOOD AVE STE 209		
City: FRIENDSWOOD	State/Province: TEXAS	
ZIP Code: 77546-5387	Country: UNITED STATES	



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

6/10/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Angela Johnson Insurance Agency, Inc. 104 Melody Lane Friendswood TX 77546		CONTACT NAME: Raymond L. Walters, Jr PHONE (A/C, No, Ext): 2816482828 FAX (A/C, No): E-MAIL ADDRESS: broker@ajohnsonins.com	
INSURED ADICO, LLC 2114 EL DORADO BLVD Ste 400 FRIENDSWOOD TX 77546-6505		INSURER(S) AFFORDING COVERAGE INSURER A: Hiscox Ins Co Inc INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	
		NAIC # 10200	

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☐ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☐ LOC ☐ OTHER:	Y					EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB ☐ OCCUR EXCESS LIAB ☐ CLAIMS-MADE ☐ DED ☐ RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☐ Y / N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N / A					☐ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Professional Liability	N		UDC-1582364-EO-20	05/15/2020	05/15/2021	Each Claim - \$2,000,000 Aggregate - \$2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER**CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Raymond L. Walters, Jr

CONFLICT OF INTEREST QUESTIONNAIRE
For vendor doing business with local governmental entity

FORM CIQ

This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session.

This questionnaire is being filed in accordance with Chapter 176, Local Government Code, by a vendor who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the vendor 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 vendor becomes aware of facts that require the statement to be filed. See Section 176.006(a-1), Local Government Code.

A vendor commits an offense if the vendor knowingly violates Section 176.006, Local Government Code. An offense under this section is a misdemeanor.

OFFICE USE ONLY

Date Received

1 Name of vendor who has a business relationship with local governmental entity.

ADICO, LLC

2 ☐ Check this box if you are filing an update to a previously filed questionnaire. (The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date on which you became aware that the originally filed questionnaire was incomplete or inaccurate.)

3 Name of local government officer about whom the information is being disclosed.

Name of Officer

4 Describe each employment or other business relationship with the local government officer, or a family member of the officer, as described by Section 176.003(a)(2)(A). Also describe any family relationship with the local government officer. Complete subparts A and B for each employment or business relationship described. Attach additional pages to this Form CIQ as necessary.

A. Is the local government officer or a family member of the officer receiving or likely to receive taxable income, other than investment income, from the vendor?

☐ Yes

☒ No

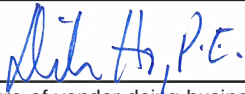
B. Is the vendor receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer or a family member of the officer AND the taxable income is not received from the local governmental entity?

☐ Yes

☒ No

5 Describe each employment or business relationship that the vendor named in Section 1 maintains with a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership interest of one percent or more.

6 ☐ Check this box if the vendor has given the local government officer or a family member of the officer one or more gifts as described in Section 176.003(a)(2)(B), excluding gifts described in Section 176.003(a-1).

7 

Signature of vendor doing business with the governmental entity

06162020

Date

CONFLICT OF INTEREST QUESTIONNAIRE

For vendor doing business with local governmental entity

A complete copy of Chapter 176 of the Local Government Code may be found at <http://www.statutes.legis.state.tx.us/Docs/LG/htm/LG.176.htm>. For easy reference, below are some of the sections cited on this form.

Local Government Code § 176.001(1-a): "Business relationship" means a connection between two or more parties based on commercial activity of one of the parties. The term does not include a connection based on:

- (A) a transaction that is subject to rate or fee regulation by a federal, state, or local governmental entity or an agency of a federal, state, or local governmental entity;
- (B) a transaction conducted at a price and subject to terms available to the public; or
- (C) a purchase or lease of goods or services from a person that is chartered by a state or federal agency and that is subject to regular examination by, and reporting to, that agency.

Local Government Code § 176.003(a)(2)(A) and (B):

(a) A local government officer shall file a conflicts disclosure statement with respect to a vendor if:

(2) the vendor:

- (A) has an employment or other business relationship with the local government officer or a family member of the officer that results in the officer or family member receiving taxable income, other than investment income, that exceeds \$2,500 during the 12-month period preceding the date that the officer becomes aware that
 - (i) a contract between the local governmental entity and vendor has been executed; or
 - (ii) the local governmental entity is considering entering into a contract with
 - (iii) the vendor;
- (B) has given to the local government officer or a family member of the officer one or more gifts that have an aggregate value of more than \$100 in the 12-month period preceding the date the officer becomes aware that:
 - (i) a contract between the local governmental entity and vendor has been executed; or
 - (ii) the local governmental entity is considering entering into a contract with the vendor.

Local Government Code § 176.006(a) and (a-1)

(a) A vendor shall file a completed conflict of interest questionnaire if the vendor has a business relationship with a local governmental entity and:

- (1) has an employment or other business relationship with a local government officer of that local governmental entity, or a family member of the officer, described by Section 176.003(a)(2)(A);
- (2) has given a local government officer of that local governmental entity, or a family member of the officer, one or more gifts with the aggregate value specified by Section 176.003(a)(2)(B), excluding any gift described by Section 176.003(a-1); or
- (3) has a family relationship with a local government officer of that local governmental entity.

(a-1) The completed conflict of interest questionnaire must be filed with the appropriate records administrator not later than the seventh business day after the later of:

(1) the date that the vendor:

- (A) begins discussions or negotiations to enter into a contract with the local governmental entity; or
- (B) submits to the local governmental entity an application, response to a request for proposals or bids, correspondence, or another writing related to a potential contract with the local governmental entity; or

(2) the date the vendor becomes aware:

- (A) of an employment or other business relationship with a local government officer, or a family member of the officer, described by Subsection (a);
- (B) that the vendor has given one or more gifts described by Subsection (a); or
- (C) of a family relationship with a local government officer.

Certification Regarding Lobbying

(To be submitted with each bid or offer exceeding \$100,000)

The undersigned certifies, to the best of his or her knowledge and belief, that:

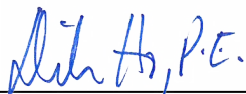
(a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

(c) The undersigned shall require that the language paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31, U.S.C. § 1352 (as amended by the Lobbying Disclosure Act of 1995).

The Contractor, ADICO, LLC, certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 U.S.C. § 3801 et seq., apply to this certification and disclosure, if any.



Signature of Contractor's Authorized Official

DINH HO, P.E.

Printed Name and Title of Contractor's Authorized Official

06162020

Date

INSTRUCTIONS FOR COMPLETION OF SF-LLL, DISCLOSURE OF LOBBYING ACTIVITIES

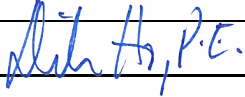
This disclosure form shall be completed by the reporting entity, whether sub-awardee or prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing, pursuant to title 31 U.S.C. section 1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered Federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered Federal action.
2. Identify the status of the covered Federal action.
3. Identify the appropriate classification of this report. If this is a follow-up report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered Federal action.
4. Enter the full name, address, city, State and zip code of the reporting entity. Include Congressional District, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be, a prime or subaward recipient. Identify the tier of the sub-awardee, e.g., the first sub-awardee of the prime is the 1st tier. Subawards include but are not limited to subcontracts, subgrants and contract awards under grants.
5. If the organization filing the report in item 4 checks "Sub-awardee," then enter the full name, address, city, State and zip code of the prime Federal recipient. Include Congressional District, if known.
6. Enter the name of the federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example, Department of Transportation, United States Coast Guard.
7. Enter the Federal program name or description for the covered Federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans, and loan commitments.
8. Enter the most appropriate Federal identifying number available for the Federal action identified in item 1 (e.g., Request for Proposal (RFP) number; Invitations for Bid (IFB) number; grant announcement number; the contract, grant, or loan award number; the application/proposal control number assigned by the Federal agency). Included prefixes, e.g., "RFP-DE-90-001."
9. For a covered Federal action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitment for the prime entity identified in item 4 or 5.
10. (a) Enter the full name, address, city, State and zip code of the lobbying registrant under the Lobbying Disclosure Act of 1995 engaged by the reporting entity identified in item 4 to influence the covered Federal action.
(b) Enter the full names of the individual(s) performing services and include full address if different from 10(a). Enter Last Name, First Name, and Middle Initial (MI).
11. The certifying official shall sign and date the form, print his/her name, title, and telephone number.

According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a valid OMB control Number. The valid OMB control number for this information collection is OMB No. 0348-0046. Public reporting burden for this collection of information is estimated to average 10 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington, DC 20503

Disclosure of Lobbying Activities

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352
(See reverse for public burden disclosure)

Type of Federal Action: _____ a. contract b. grant c. cooperative agreement d. loan e. loan guarantee f. loan insurance	Status of Federal Action: _____ a. bid/offer/application b. initial award c. post-award	Report Type: _____ a. initial filing b. material change
Name and Address of Reporting Entity: _____ Prime _____ Subawardee Tier _____, if Known: Congressional District, if known:		If Reporting Entity in No. 4 is Subawardee, Enter Name and Address of Prime: Congressional District, if known:
Federal Department/Agency:	7. Federal Program Name/Description: CFDA Number, if applicable: _____	
Federal Action Number, if known:	9. Award Amount, if known: \$	
10. a. Name and Address of Lobbying Registrant <i>(if individual, last name, first name, MI):</i>	b. Individuals Performing Services <i>(including address if different from No. 10a)</i> <i>(last name, first name, MI):</i>	
11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.	Signature: <u></u> Print Name: <u>DINH HO</u> Title: <u>PRINCIPAL</u> Telephone No.: <u>832-895-1093</u> Date: <u>06162020</u>	
Federal Use Only	Authorized for Local Reproduction Standard Form - LLL (Rev. 7-97)	

(To be completed by awarded vendor)

CERTIFICATE OF INTERESTED PARTIES			FORM 1295																			
Complete Nos. 1 - 4 and 6 if there are interested parties. Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.			OFFICE USE ONLY																			
1 Name of business entity filing form, and the city, state and country of the business entity's place of business.																						
2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.																						
3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.																						
4 Name of Interested Party	City, State, Country (place of business)	Nature of Interest (check applicable) <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%; padding: 2px;">Controlling</th> <th style="width: 50%; padding: 2px;">Intermediary</th> </tr> </thead> <tbody> <tr><td style="height: 20px;"></td><td></td></tr> <tr><td style="height: 20px;"></td><td></td></tr> <tr><td style="height: 20px;"></td><td></td></tr> <tr><td style="height: 20px;"></td><td></td></tr> <tr><td style="height: 20px;"></td><td></td></tr> <tr><td style="height: 20px;"></td><td></td></tr> <tr><td style="height: 20px;"></td><td></td></tr> <tr><td style="height: 20px;"></td><td></td></tr> </tbody> </table>			Controlling	Intermediary																
Controlling	Intermediary																					
5 Check only if there is NO Interested Party. ☐																						
6 AFFIDAVIT I swear, or affirm, under penalty of perjury, that the above disclosure is true and correct. _____ Signature of authorized agent of contracting business entity AFFIX NOTARY STAMP / SEAL ABOVE Sworn to and subscribed before me, by the said _____, this the _____ day of _____, 20_____, to certify which, witness my hand and seal of office. _____ Signature of officer administering oath _____ Printed name of officer administering oath _____ Title of officer administering oath																						
ADD ADDITIONAL PAGES AS NECESSARY																						

CERTIFICATE OF INTERESTED PARTIES

FORM 1295

1 of 1

Complete Nos. 1 - 4 and 6 if there are interested parties.
Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

OFFICE USE ONLY CERTIFICATION OF FILING

1 Name of business entity filing form, and the city, state and country of the business entity's place of business.

Adico, LLC
Friendswood, TX United States

Certificate Number:
2020-632705

Date Filed:
06/16/2020

Date Acknowledged:

2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.

City of La Marque, TX

3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.

RFQ 20-02 Engineering Services
Professional Engineering Services

4	Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
			Controlling	Intermediary
	HO, dinh	Friendswood, TX United States	X	

5 Check only if there is NO Interested Party.

☐

6 UNSWORN DECLARATION

My name is _____, and my date of birth is _____.

My address is _____, _____, _____, _____, _____.
(street) (city) (state) (zip code) (country)

I declare under penalty of perjury that the foregoing is true and correct.

Executed in _____ County, State of _____, on the _____ day of _____, 20____.
(month) (year)

Signature of authorized agent of contracting business entity
(Declarant)

Exhibit D: REQUIRED CONTRACT PROVISIONS

2 CFR 200.326 Contract provisions. The non-Federal entity's contracts must contain the applicable provisions described in Appendix II to Part 200—Contract Provisions for non-Federal Entity Contracts Under Federal Awards. The non-Federal entity's contracts must contain the applicable provisions described in Appendix II to Part 200—Contract Provisions for non-Federal Entity Contracts Under Federal Awards.

All Contracts

THRESHOLD	PROVISION	CITATION
>\$150,000 (Simplified Acquisition Threshold)	Contracts for more than the simplified acquisition threshold currently set at \$150,000, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.	2 CFR 200 APPENDIX II (A)
>\$10,000	All contracts in excess of \$10,000 must address termination for cause and for convenience by the non-Federal entity including the manner by which it will be effected and the basis for settlement.	2 CFR 200 APPENDIX II (B)
None	Rights to Inventions Made Under a Contract or Agreement. If the Federal award meets the definition of "funding agreement" under 37 CFR §401.2 (a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding agreement," the recipient or subrecipient must comply with the requirements of 37 CFR Part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency.	2 CFR 200 APPENDIX II (F)
None	Debarment and Suspension (Executive Orders 12549 and 12689)—A contract award (see 2 CFR 180.220) must not be made to parties listed on the governmentwide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), "Debarment and Suspension." SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.	2 CFR 200 APPENDIX II (H)
None	Records of non-Federal entities. The U.S. Department of Housing and Urban Development (HUD), Inspectors General, the Comptroller General of the United States, the Texas General Land Office (GLO), and the pass-through entity, or any of their authorized representatives, must have the right of access to any documents, papers, or other records of the non-Federal entity which are pertinent to the Federal award, in order to make audits, examinations, excerpts, and transcripts. The right also includes timely and reasonable access to the non-Federal entity's personnel for the purpose of interview and discussion related to such documents.	2 CFR 200.336
None	Financial records, supporting documents, statistical records, and all other non-Federal entity records pertinent to a Federal award must be retained for a period of three years from the date of submission of the final expenditure report or, for Federal awards that are renewed quarterly or annually, from the date of the submission of the quarterly or annual financial report, respectively, as reported to the Federal awarding agency or pass-through entity in the case of a subrecipient. Federal awarding agencies and pass-through entities must not impose any other record retention requirements upon non-Federal entities. The only exceptions are the following:	2 CFR 200.333

	(a) If any litigation, claim, or audit is started before the expiration of the 3-year period, the records must be retained until all litigation, claims, or audit findings involving the records have been resolved and final action taken. (b) When the non-Federal entity is notified in writing by the Federal awarding agency, cognizant agency for audit, oversight agency for audit, cognizant agency for indirect costs, or pass-through entity to extend the retention period. (c) Records for real property and equipment acquired with Federal funds must be retained for 3 years after final disposition. (d) When records are transferred to or maintained by the Federal awarding agency or pass-through entity, the 3-year retention requirement is not applicable to the non-Federal entity. (e) Records for program income transactions after the period of performance. In some cases recipients must report program income after the period of performance. Where there is such a requirement, the retention period for the records pertaining to the earning of the program income starts from the end of the non-Federal entity's fiscal year in which the program income is earned. (f) Indirect cost rate proposals and cost allocations plans. This paragraph applies to the following types of documents and their supporting records: indirect cost rate computations or proposals, cost allocation plans, and any similar accounting computations of the rate at which a particular group of costs is chargeable (such as computer usage chargeback rates or composite fringe benefit rates). (1) If submitted for negotiation. If the proposal, plan, or other computation is required to be submitted to the Federal Government (or to the pass-through entity) to form the basis for negotiation of the rate, then the 3-year retention period for its supporting records starts from the date of such submission. (2) If not submitted for negotiation. If the proposal, plan, or other computation is not required to be submitted to the Federal Government (or to the pass-through entity) for negotiation purposes, then the 3-year retention period for the proposal, plan, or computation and its supporting records starts from the end of the fiscal year (or other accounting period) covered by the proposal, plan, or other computation.	
None	Contracting with small and minority businesses, women's business enterprises, and labor surplus area firms. (a) The non-Federal entity must take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible. (b) Affirmative steps must include: (1) Placing qualified small and minority businesses and women's business enterprises on solicitation lists; (2) Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources; (3) Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises;	2 CFR 200.321

	(4) Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises; (5) Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce; and (6) Requiring the prime contractor, if subcontracts are to be let, to take the affirmative steps listed in paragraphs (1) through (5) of this section.	
Option Contract Language for contracts awarded prior to Grant Award	The contract award is contingent upon the receipt of CDBG-DR funds. If no such funds are awarded, the contract shall terminate.	Optional

EO Clause for Construction Contracts > \$10K including administration & engineering contracts associated with construction contracts

THRESHOLD	PROVISION	CITATION
>\$10,000	Equal Employment Opportunity. Except as otherwise provided under 41 CFR Part 60, all contracts that meet the definition of “federally assisted construction contract” in 41 CFR Part 60–1.3 must include the equal opportunity clause provided under 41 CFR 60–1.4(b), in accordance with Executive Order 11246, “Equal Employment Opportunity” (30 FR 12319, 12935, 3 CFR Part, 1964–1965 Comp., p. 339), as amended by Executive Order 11375, “Amending Executive Order 11246 Relating to Equal Employment Opportunity,” and implementing regulations at 41 CFR part 60, “Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor.” 41 CFR 60-1.4 Equal opportunity clause. (b) Federally assisted construction contracts. (1) Except as otherwise provided, each administering agency shall require the inclusion of the following language as a condition of any grant, contract, loan, insurance, or guarantee involving federally assisted construction which is not exempt from the requirements of the equal opportunity clause: The applicant hereby agrees that it will incorporate or cause to be incorporated into any contract for construction work, or modification thereof, as defined in the regulations of the Secretary of Labor at 41 CFR Chapter 60, which is paid for in whole or in part with funds obtained from the Federal Government or borrowed on the credit of the Federal Government pursuant to a grant, contract, loan, insurance, or guarantee, or undertaken pursuant to any Federal program involving such grant, contract, loan, insurance, or guarantee, the following equal opportunity clause: During the performance of this contract, the contractor agrees as follows: (1) The contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, gender identity, or national origin. The contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, sexual orientation, gender identity, or national origin. Such action shall include, but not be limited to the following: Employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause. (2) The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, or national origin. (3) The contractor will not discharge or in any other manner discriminate against any employee or applicant for employment because such employee or applicant has inquired about, discussed, or disclosed the compensation of the employee or applicant or another employee or applicant. This provision shall not apply to instances in which an employee who has access to the compensation information of other employees or applicants as a part of such employee's essential job functions discloses the compensation of such other employees or applicants to	41 CFR §60-1.4(b) and 2 CFR 200 APPENDIX II (C)

	individuals who do not otherwise have access to such information, unless such disclosure is in response to a formal complaint or charge, in furtherance of an investigation, proceeding, hearing, or action, including an investigation conducted by the employer, or is consistent with the contractor's legal duty to furnish information. (4) The contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice to be provided advising the said labor union or workers' representatives of the contractor's commitments under this section, and shall post copies of the notice in conspicuous places available to employees and applicants for employment. (5) The contractor will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor. (6) The contractor will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the administering agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders. (7) In the event of the contractor's noncompliance with the nondiscrimination clauses of this contract or with any of the said rules, regulations, or orders, this contract may be canceled, terminated, or suspended in whole or in part and the contractor may be declared ineligible for further Government contracts or federally assisted construction contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law. (8) The contractor will include the portion of the sentence immediately preceding paragraph (1) and the provisions of paragraphs (1) through (8) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The contractor will take such action with respect to any subcontract or purchase order as the administering agency may direct as a means of enforcing such provisions, including sanctions for noncompliance: Provided, however, that in the event a contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the administering agency, the contractor may request the United States to enter into such litigation to protect the interests of the United States. The applicant further agrees that it will be bound by the above equal opportunity clause with respect to its own employment practices when it participates in federally assisted construction work: Provided, that if the applicant so participating is a State or local government, the above equal opportunity clause is not applicable to any agency, instrumentality or subdivision of such government which does not participate in work on or under the contract. The applicant agrees that it will assist and cooperate actively with the administering agency and the Secretary of Labor in obtaining the compliance of contractors and subcontractors with the equal opportunity clause and the rules,	
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	regulations, and relevant orders of the Secretary of Labor, that it will furnish the administering agency and the Secretary of Labor such information as they may require for the supervision of such compliance, and that it will otherwise assist the administering agency in the discharge of the agency's primary responsibility for securing compliance. The applicant further agrees that it will refrain from entering into any contract or contract modification subject to Executive Order 11246 of September 24, 1965, with a contractor debarred from, or who has not demonstrated eligibility for, Government contracts and federally assisted construction contracts pursuant to the Executive Order and will carry out such sanctions and penalties for violation of the equal opportunity clause as may be imposed upon contractors and subcontractors by the administering agency or the Secretary of Labor pursuant to Part II, Subpart D of the Executive Order. In addition, the applicant agrees that if it fails or refuses to comply with these undertakings, the administering agency may take any or all of the following actions: Cancel, terminate, or suspend in whole or in part this grant (contract, loan, insurance, guarantee); refrain from extending any further assistance to the applicant under the program with respect to which the failure or refund occurred until satisfactory assurance of future compliance has been received from such applicant; and refer the case to the Department of Justice for appropriate legal proceedings. (c) Subcontracts. Each nonexempt prime contractor or subcontractor shall include the equal opportunity clause in each of its nonexempt subcontracts. (d) Inclusion of the equal opportunity clause by reference. The equal opportunity clause may be included by reference in all Government contracts and subcontracts, including Government bills of lading, transportation requests, contracts for deposit of Government funds, and contracts for issuing and paying U.S. savings bonds and notes, and such other contracts and subcontracts as the Director of OFCCP may designate. (e) Incorporation by operation of the order. By operation of the order, the equal opportunity clause shall be considered to be a part of every contract and subcontract required by the order and the regulations in this part to include such a clause whether or not it is physically incorporated in such contracts and whether or not the contract between the agency and the contractor is written. (f) Adaptation of language. Such necessary changes in language may be made in the equal opportunity clause as shall be appropriate to identify properly the parties and their undertakings. [80 FR 54975, Sept. 11, 2015]	
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THRESHOLD	PROVISION	CITATION
>\$2,000	<i>Compliance with the Davis-Bacon Act (40 U.S.C. 3141 et seq.) as supplemented by Department of Labor regulations (29 CFR part 5) and with the Copeland “Anti-Kickback” Act (18 U.S.C. 874; 40 U.S.C. 3145) as supplemented in Department of Labor regulations (29 CFR part 3):</i> Davis-Bacon Act, as amended (40 U.S.C. 3141-3148). When required by Federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-Federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 CFR Part 5, “Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction”). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-Federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency. The contracts must also include a provision for compliance with the Copeland “Anti-Kickback” Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, “Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States”). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency.	2 CFR 200 APPENDIX II (D)
>\$100,000	Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708). Where applicable, all contracts awarded by the non-Federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.	2 CFR 200 APPENDIX II (E)
>\$150,000	Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended—Contracts and subgrants of amounts in excess of \$150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).	2 CFR 200 APPENDIX II (G)
>\$100,000	Byrd Anti-Lobbying Amendment (31 U.S.C. 1352)—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	2 CFR 200 APPENDIX II (I) and 24 CFR §570.303

	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.	
>\$100,000	All Section 3 covered contracts shall include the following clause (referred to as the Section 3 clause): A. The work to be performed under this contract is subject to the requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u (Section 3). The purpose of Section 3 is to ensure that employment and other economic opportunities generated by HUD assistance or HUD-assisted projects covered by Section 3, shall, to the greatest extent feasible, be directed to low- and very low-income persons, particularly persons who are recipients of HUD assistance for housing. B. The parties to this contract agree to comply with HUD's regulations in 24 CFR part 135, which implement Section 3. As evidenced by their execution of this contract, the parties to this contract certify that they are under no contractual or other impediment that would prevent them from complying with the part 135 regulations. C. The contractor agrees to send to each labor organization or representative of workers with which the contractor has a collective bargaining agreement or other understanding, if any, a notice advising the labor organization or workers' representative of the contractor's commitments under this Section 3 clause, and will post copies of the notice in conspicuous places at the work site where both employees and applicants for training and employment positions can see the notice. The notice shall describe the Section 3 preference, shall set forth minimum number and job titles subject to hire, availability of apprenticeship and training positions, the qualifications for each; and the name and location of the person(s) taking applications for each of the positions; and the anticipated date the work shall begin. D. The contractor agrees to include this Section 3 clause in every subcontract subject to compliance with regulations in 24 CFR part 135, and agrees to take appropriate action, as provided in an applicable provision of the subcontract or in this Section 3 clause, upon a finding that the subcontractor is in violation of the regulations in 24 CFR part 135. The contractor will not subcontract with any subcontractor where the contractor has notice or knowledge that the subcontractor has been found in violation of the regulations in 24 CFR part 135. E. The contractor will certify that any vacant employment positions, including training positions, that are filled (1) after the contractor is selected but before the contract is executed, and (2) with persons other than those to whom the regulations of 24 CFR part 135 require employment opportunities to be directed, were not filled to circumvent the contractor's obligations under 24 CFR part 135. F. Noncompliance with HUD's regulations in 24 CFR part 135 may result in sanctions, termination of this contract for default, and debarment or suspension from future HUD assisted contracts. G. With respect to work performed in connection with Section 3 covered Indian housing assistance, section 7(b) of the Indian Self-Determination and Education Assistance Act (25 U.S.C. 450e) also applies to the work to be performed under this contract. Section 7(b) requires that to the greatest extent feasible (i)	24 CFR §135.38

	preference and opportunities for training and employment shall be given to Indians, and (ii) preference in the award of contracts and subcontracts shall be given to Indian organizations and Indian-owned Economic Enterprises. Parties to this contract that are subject to the provisions of Section 3 and section 7(b) agree to comply with Section 3 to the maximum extent feasible, but not in derogation of compliance with section 7(b).	
	A non-Federal entity that is a state agency or agency of a political subdivision of a state and its contractors must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines. [78 FR 78608, Dec. 26, 2013, as amended at 79 FR 75885, Dec. 19, 2014]	2 CFR 200 APPENDIX II (J)
	Mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act.	42 U.S.C. 6201



CITY OF LA MARQUE



**General Land Office (GLO)
Community Development & Revitalization -
Mitigation Fund (CDBG-MIT) for
Engineering/Architectural/Surveying Services**

RFQ No. 20-02



June 17, 2020

Robin Eldridge
City Clerk
City of La Marque
1111 Bayou Road
La Marque, Texas 77568

RE: Statement of Qualifications (SOQ) for the **City of La Marque**
CDBG - MIT through GLO Community Development & Revitalization; RFQ No. 20-02

Dear Selection Committee:

LNV, LLC (LNV) is a full-service consulting firm comprised of **engineering, architecture and surveying** experts who develop technically-sound and cost-effective solutions for public clients. LNV is committed to customer satisfaction by providing responsible and practical solutions.

We have successfully completed design, bidding, and construction management services for more than 100 federal projects funded through the Community Development Block Grant Program for Rural Texas, Texas Capital Fund, Economic Development Administration, USDA Rural Development and other similar programs. Our engineers specialize in drainage, water, wastewater, transportation and drainage/flood control improvements and are familiar with the needs of the City of La Marque. Our project approach is based on sound, technical criteria surrounded with communication, cooperation and coordination. We will use the interdisciplinary approach to incorporate sustainable features with the best management practices for the necessary engineering services.

LNV certifies that:

- *The firm meets appropriate state licensing requirements to practice as an engineer in Texas;*
- *The firm has not had a record of substandard work within the last five years;*
- *The firm has not engaged in any unethical practices within the last five years.*

We sincerely appreciate the opportunity to present our qualifications to the City and stand ready to assist you with your needs. If you need any additional information, please do not hesitate to contact me at 361-563-1553 or via email at RViera@LNVinc.com. We look forward to hearing from you as you move through your selection process.

Sincerely,

Robert Viera, PE, RPLS
Managing Principal

TBPE Firm No. F-366
TBAE Firm No. BR 599
TBPELS Firm No. 10126500

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Section 1 - Company Profile

City of La Marque
CDBG - MIT; RFQ No. 20-02

LVN is a consulting firm with a dynamic team of engineers, surveyors, architects and construction experts who collaborate to develop technically-sound and cost-effective solutions for both public and private sector clients. LVN equips and empowers its dedicated people to customize a broad spectrum of services to clients' needs and satisfaction.

From inception to implementation to operation, LVN delivers excellence. LVN understands your project needs by providing optimal solutions, respects your financial resources by being innovative and efficient, and values your time by being prompt and responsive.

LVN'S CLIENT
RETENTION RATE IS
CURRENTLY AT 95%

Since 2000, LVN has provided technically-sound and cost-effective services. LVN continues to take pride in managing project costs to meet clients' budget and scheduling requirements, and focuses on federal, municipal, industrial, county, and state projects. LVN provides surveying, architectural design, site design, civil, structural, marine, transportation, and traffic engineering plus environmental, permitting, and construction management services. In addition, LVN offers full construction services through multiple project delivery methods to allow for the most valuable and confident agreement between all involved parties.

LVN's professional staff includes licensed professional engineers, licensed architects, registered professional land surveyors, board certified structural engineers, leadership in energy and environmental design accredited professionals, certified construction documents technologist, confined space certified professionals, value engineers, certified floodplain managers, environmental permitting professionals, certified quality control managers, professionals certified by TxDOT, engineers-in-training, certified water utility operators, certified wastewater operators, construction inspectors, surveying crews, numerous design technicians, and a strong administrative staff.

Organizational Structure:

LLC

Date of Firm Formation:

January 1, 2020 (LVN, LLC an Ardurra Company), March 15, 2000 (LVN, Inc)

Ownership:

In February 2020, LVN merged with Ardurra Group, Inc. As a part of this family, LVN will maintain the same level of quality and commitment to our clients, but we can now offer additional resources, expertise, and services. Specifically, we now boast more than 450 employees nationwide, with 150 in Texas. We are excited about the opportunity to leverage Ardurra's working relationship to provide you with the best service, unique solutions and quality products.

Areas of Expertise

- Drainage/Stormwater
- Water
- Wastewater
- Transportation
- Architecture
- Structural
- Environmental
- Surveying
- Oil and Gas
- Facility Management Plan
- Construction Management
- Commissioning
- Safety Training

Relevant Services

Drainage/Stormwater

LVN offers a broad range of stormwater services to provide the expertise and guidance necessary for system analysis and design. From big picture services like drainage master plans and CIP development, to the more intricate aspects of design and construction, LVN helps make visions materialize. The firm's professionals excel in the areas of planning, development, design, modeling, funding and assisting with regulatory compliance.

Transportation

Pressure on the nation's transportation systems is on the rise due to aging infrastructure, population growth, increased freight volumes and funding limitations. In order to support this critical infrastructure, LVN works with its clients to develop a tailored, integrated and sustainable approach to creating an optimal solution. From the initial study to the complete reconstruction of thoroughfares, LVN provides comprehensive planning, engineering design and construction support services.

Water

LVN has designed safe and secure sources of drinking water for millions of people. As an industry leader, the firm plans, designs, models and manages water resources. LVN's professionals combine innovative strategies with constructive delivery methods to provide quality projects within schedule, budget, regulatory and permitting constraints. LVN's expertise includes wells, booster pump stations, water storage tanks, transmission mains and distribution systems, and complete services – including operations – for new treatment plants, and the expansion or rehabilitation of existing plants.

Wastewater

Effective management and treatment of wastewater is crucial to maintaining public health and a clean, safe environment. LVN's proficiency in the planning, modeling, and design of wastewater infrastructure ensures wastewater flows are controlled, collected, treated, and reused or discharged in an environmentally safe manner. From small decentralized systems to large, complex municipal and industrial systems, LVN's professionals are experts in treating wastewater and its residuals. The firm understands the financial constraints on communities and industries, and works to provide the best value solution to its clients.

Surveying

With the performance to maximize productivity today and the scalability to continue adapting to new challenges and opportunities in the future, LVN's survey professionals can provide a variety of services. The firm's hands-on project management approach mitigates delivery risk, manages change and ensures the end result meets expectations. LVN uses Trimble equipment and office software to allow for advancement in field productivity and system-wide efficiency. This software integrates a range of positioning technologies, including GPS, robotic total stations with application software, wireless communications, and services to provide complete solutions. In addition, LVN uses Carlson Survey software for data collection and management to produce accurate 2-D drawings and land-based design for surveying.

Environmental

LVN provides a variety of environmental engineering design, permitting and consulting services. The Texas Commission on Environmental Quality is the state's primary regulatory agency and LVN has an excellent working relationship with its staff, at both the state and regional level. The relationships, experience and knowledge of regulations also hold true for the Environmental Protection Agency, U.S. Army Corps of Engineers, Texas General Land Office and the Texas Department of Transportation.

Structural

LVN's structural engineers are highly experienced and diversified in the analysis and design of various types of buildings, bridges and other structures, especially those located in high-wind hurricane prone areas. The firm specializes in a variety of project types, including unique structures for Naval Facilities and the U.S. Army Corps of Engineers. This diversification keeps the department up-to-date with all necessary code and design requirements, which is essential for solving everyday challenges associated with protecting the public welfare and enhancing safety through innovative designs.

Architecture

Quality projects are measured by the value created for the client. In order to create value, LVN focuses on meeting the client's needs, schedule and budget, while providing useful guidance along the way. LVN's licensed architects and design professionals comprehend each client's vision before delivering functional, aesthetically pleasing and sustainable solutions. The firm's reputation, knowledge and experience provide a sense of trust throughout all phases of the design process.

Construction Management

LVN's proven comprehensive management approach starts by pro-actively preventing the measures historically resulting in change orders, budget overruns, delays, scheduling problems and design errors, while keeping the client's best interest at the forefront. LVN will remain mindful of the project's goals and objectives while serving as the client's representative. LVN's personnel balance the fundamentals of construction with the latest technologies and materials, and utilize state-of-the-art computer systems and software necessary to plan and manage all phases of construction.

Section 2 - Experience and Qualifications

City of La Marque
CDBG - MIT; RFQ No. 20-02

LVN has successfully completed design, bidding and construction management services for more than 100 federal projects funded through the Community Development Block Grant Program for Rural Texas, Texas Capital Fund, Economic Development Administration, USDA Rural Development, and other similar programs. Samplings of LVN's similar project experience with drainage infrastructure projects, federally-funded construction projects and relevant local projects are detailed below with references. Additional projects and/or information is available upon request.

Local Project Experience

WASTEWATER TREATMENT PLAN AND LIFT STATION REHABILITATION PROJECT

La Marque, Texas

LVN is assisting The City of La Marque to rehabilitate two of their main lift stations. The design consists of converting the lift stations from submersible pumps to above ground enclosed self-priming pumps with generators for emergency backup. One lift station has three pumps and the second has four pumps with 40 horsepower pumps rated at 1500 gallons per minute each. The lift stations were designed to meet the upgraded capacity of the City's WWTP expansion project from 3 MGD to 5.25 MGD

Project Construction Cost: \$1.2 M
Client Contact: City of La Marque, Charles "Tink" Jackson, City Manager
1111 Bayou Rd., La Marque, Texas 77568
830.334.3676
c.jackson@cityoflamarque.org

WASTEWATER TREATMENT PLANT EXPANSION & EXISTING FACILITY UPGRADES

La Marque, Texas

The City of La Marque, Texas is under enforcement from the Texas Commission on Environmental Quality (TCEQ) to address exceeding the permitted capacity of the City's Wastewater Treatment Plant (WWTP). The City of La Marque retained the services of LVN to design the expansion of the La Marque WWTP as well as the improvements to the existing facilities. The WWTP will be expanded from a treatment capacity of 3.0 million gallons per day (MGD) average daily flow (ADF) and 12.0 MGD peak two-hour flow to 5.25 MGD ADF and 21.0 MGD.

Project Construction Cost: Approximately \$18M
Client Contact: City of La Marque, Charles "Tink" Jackson, City Manager
1111 Bayou Rd., La Marque, Texas 77568
830.334.3676
c.jackson@cityoflamarque.org

SURVEY OF CEMETERY

La Marque, Texas

LVN performed a boundary and topographic survey to determine the location of existing cemetery plots in relation to the location of the platted cemetery plots of record. LVN utilized drone technology to fly the site and capture existing improvements, produce orthorectified aerial imagery, and photograph and catalogue each headstone to compliment the boots on the ground topographic survey. Records research was performed and historic maps of the cemetery were found showing a handwritten history of purchased lots and their owners. The end deliverable to the client were existing conditions maps overlaid on aerial imagery showing the location of existing cemetery plots versus their platted locations, as well as, a comparison of the catalogued headstones to the historic inventory maps. The client was able to use our maps and data to update their inventory and determine the available unused platted plots and have LVN monument those on the ground with iron rods and aluminum caps designating the plot and block numbers.

Project Construction Cost: N/A
Client Contact: City of La Marque, Charles "Tink" Jackson, City Manager
1111 Bayou Rd., La Marque, Texas 77568
830.334.3676
c.jackson@cityoflamarque.org

Federally-Funded/Relevant Project Experience

DISASTER RECOVERY FUNDING THROUGH GLO COMMUNITY DEVELOPMENT & REVITALIZATION

Goliad, Texas

This project consists of various drainage projects throughout the City limits to help eliminate low water crossings and providing a safe passage for local residents during rain events.

Project Construction Cost: \$370,000

Client Contact: City of Goliad, Kandi Hubert, City Secretary
152 West End Street, Goliad, Texas, 77963
361-645-3454
citysecretary@goliadtx.net

DISASTER RELIEF PROJECT - CDBG - VENADO ACRES SUBDIVISION, DRAINAGE & STREET IMPROVEMENTS

Kleberg County, Texas

LNv provided engineering services for the rehabilitation of County Road 1015 and improvements to the drainage crossing County Road 1015 and County Road 2165 West in the Venado Acres Subdivision. LNv's design called for road reconstruction, 36-inch reinforced concrete pipe with pre-cast safety end treatments, box culverts with safety end treatments, street light fixtures and associated appurtenances. LNv performed design phase, bid phase, topographic survey and construction administration services, as well as construction observation. The project team coordinated with Kleberg County staff, the General Land Office and the Texas Department of Rural Affairs for review and approval of submittals. Kleberg County experienced severe flooding during Hurricane Dolly. Water rose to chest-height in several of the subdivisions in the Ricardo area, prompting evacuations and causing property damage. Roadways were impassable making access for emergency services and evacuation difficult. This project was funded by the General Land Office of the State of Texas, to provide for disaster recovery and restoration of infrastructure for communities impacted by the 2008 hurricanes. Funds allocated by the United States Department of Housing and Urban Development through the Texas Community Development Block Grant Program.

Project Construction Cost: \$136,600

Client Contact: Kleberg County, Roy Cantu, County Commissioner
PO Box 752, Kingsville, TX 78364
361-296-3623
rcantu@co.kleberg.tx.us

FEMA HMGP – HORTON LANE DRAINAGE IMPROVEMENTS

Poteet, Texas

LNv is providing engineering services for the final design plans and specifications based on the selected alternative submitted to the Texas Division of Emergency management's (TDEM) Hazard Mitigation Grant Program for a Hazard Mitigation Grant. The funding assistance is to help alleviate the dangerous flooding conditions occurring within the northeastern area of the City where a large concentration of K through 12 schools exist. The lack of adequate positive drainage largely contributes to the ponding of flow at two roadway locations that frequently have flood depths ranging from 7 inches to 12 inches.

This project will include engineering and surveying services for the construction of a trapezoidal earthen channel along the eastern and western sides of School Drive, the installation of reinforced concrete pipe with driveway crossings, repairing of two driveways and asphalt pavement repair, installation of reinforced concrete box culverts, the removal and repair of a wired fence and acquire of drainage easements.

Project Construction Cost: \$294,014
Client Contact: City of Poteet, Eric Jiminez, City Administrator
PO Box 378, Poteet, Texas 78065
830-742-3574
ejiminez@poteettexas.gov

DISASTER RELIEF STORM WATER IMPROVEMENTS PROJECT

Brooks County, Texas

LVN provided civil engineering and surveying services for this project, which is comprised of drainage improvements along CR 301, 302, 303 and CR 201. The drainage improvements along CR 301, 302 and 303 involve approximately 2,800 linear feet of 10-inch through 30-inch HDPE, as well as safety end treatments, pavement repair, base repair, pond excavation and regrading 11,500 linear feet of the existing ditch.

The CR 201 drainage improvements involve approximately 350 linear feet of 18-inch HDPE, safety end treatments, pavement repair, base repair, regrading 8,600 linear feet of existing ditch and clearing 3,700 linear feet of Cibolo Creek. LVN performed preliminary and final design, surveying, bid phase services, and provided construction oversight.

Project Construction Cost: \$558,000
Client Contact: Brooks County, Eri Ramos, County Judge
PO Box 515, Falfurrias, Texas 78355
361-325-5604
eramos@co.brooks.tx.us

DISASTER RELIEF PROJECT

Bayside, Texas

LVN provided civil engineering, surveying and materials testing services for his project that consisted of reconstruction of four drainage structures damaged by flooding. This included the rehabilitation of two culvert structures and the replacement of two existing bridges. LVN also assisted in submitting the Urgent Need Fund Application for these services.

Project Construction Cost: \$315,000
Client Contact: City of Bayside, Sharon Scott, Mayor
PO Box 194, Bayside, Texas 78340
361-529-6520
baysidecityoffice@att.net

TIF DRAINAGE PROJECT

Refugio County, Texas

This project consists of replacing two drainage structures crossing County Roads. LVN provided all the necessary civil engineering and surveying services to develop plans and specifications associated with the Refugio County TxDOT TIF Grant Project for Dedear Road (Tivoli) and Cliff Road Drainage Crossing Improvements.

Project Construction Cost: \$320,000
Client Contact: Refugio County, Robert Blaschke, County Judge
808 Commerce, Refugio, Texas 78377
361-526-4434
robert.blaschke@co.refugio.tx.us

FEMA DRAINAGE IMPROVEMENTS PROJECT

Jim Wells County, Texas

The project consists of engineering services for the replacement of two small bridges in the Orange Groove Area for Jim Wells County. LNV will provide all civil engineering and surveying services for the removal of two drainage structures, one on County Road 352N and one on County Road 354. This project includes demolition and removal of existing concrete box culverts, wingwalls, riprap, minor channel grading, seeding, pavement repairs and traffic control.

Project Construction Cost: \$132,222
Client Contact: Jim Wells County, Pedro Trevino, Former County Judge
200 N. Almond, Alice, Texas 78332
361-668-5706
pedro.trevino@co.jim-wells.tx.us

FEMA HMGP - SH 181 FLOOD STUDY FOR MEDIO CREEK

Beeville, Texas

LNv provided civil engineering services for the preparation and submittal of a Preliminary Engineering Report for a segment of Medio Creek in Bee County. The firm also developed six (6) proposed alternatives related to approximately 3 miles of Medio Creek, whereby up to 2.5 miles of floodplain inundates State Highway 181, a hurricane evacuation route.

Project Construction Cost: N/A
Client Contact: Bee County, Dennis Dewitt, County Commissioner
105 W. Corpus Christi, Room 104, Beeville, Texas 78102
361-621-1572
dennis.dewitt@co.bee.tx.us

PHASE I-A DRAINAGE IMPROVEMENTS

San Diego, Texas

LNv provided civil engineering and surveying services for this project, which comprised various drainage improvements approximately 0.8 miles of ditch and new channel improvements, approximately 0.4 miles of small and large storm sewer pipe and inlets at Dix Avenue between North Travis to North Venture. LNv also prepared plans and specifications for improvements to an existing crossing drainage structure, and rehabilitation of approximately 0.46 miles of street on Tovar Street from Zaragoza Street to Highway 44.

Project Construction Cost: \$1,537,000
Client Contact: City of San Diego, Sally Lichtenberger, Mayor
404 South Mier Street, San Diego, Texas 78384
361-279-3341

KERRVILLE-STORMWATER MASTER PLAN

Kerrville, Texas

LNv was responsible for developing the city's storm water master plan which included a review of the city's current drainage policy and criteria, mapping of the city's overall major watersheds and drainage patterns, a GIS inventory of the existing storm drainage network, and an evaluation of city identified localized drainage problems throughout the city.

Project Construction Cost: N/A
Client Contact: City of Kerrville, EA Hoppe, Deputy City Manager
701 Main Street, Kerrville, Texas 78028
830-258-1110
ea.hoppe@kerrvilletx.gov

ON-CALL - LORENCE CREEK PRELIMINARY ENGINEERING REPORT

San Antonio, Texas

LVN was responsible for developing the city's storm water master plan which included a review of the city's current drainage policy and criteria, mapping of the city's overall major watersheds and drainage patterns, a GIS inventory of the existing storm drainage network, and an evaluation of city identified localized drainage problems throughout the city.

Project Construction Cost: N/A

Client Contact: City of San Antonio, Robert Reyna, Project Manager
114 W. Commerce, San Antonio, Texas 78205
210-207-8022

CITYWIDE DRAINAGE STUDY

Aransas Pass, Texas

LVN is responsible for developing a city-wide drainage study to inventory the city's existing storm drainage infrastructure, perform condition assessments, sizing recommendations, drainage improvement needs, project priority list, review current drainage policy and criteria, and evaluate the condition of the city's three stormwater pump station facilities.

Project Construction Cost: N/A

Client Contact: City of Aransas Pass, Gary Edwards, City Manager
PO Box 2000, Aransas Pass, Texas 78335
361-758-5301
citymanager@aransaspasstx.gov

Additional FEMA Project Experience

LVN is provided disaster recovery and project funding source services for the following entities:

Refugio County

- Precinct 1 - multiple projects
- Precinct 2 - multiple projects
- Precinct 3 - multiple projects
- Precinct 4 - multiple projects
- County Fairgrounds - multiple projects
- King's Park
- Leon-Shelley Park
- Lion-Shelley RV Park
- Police Annex Building
- Police Department Building

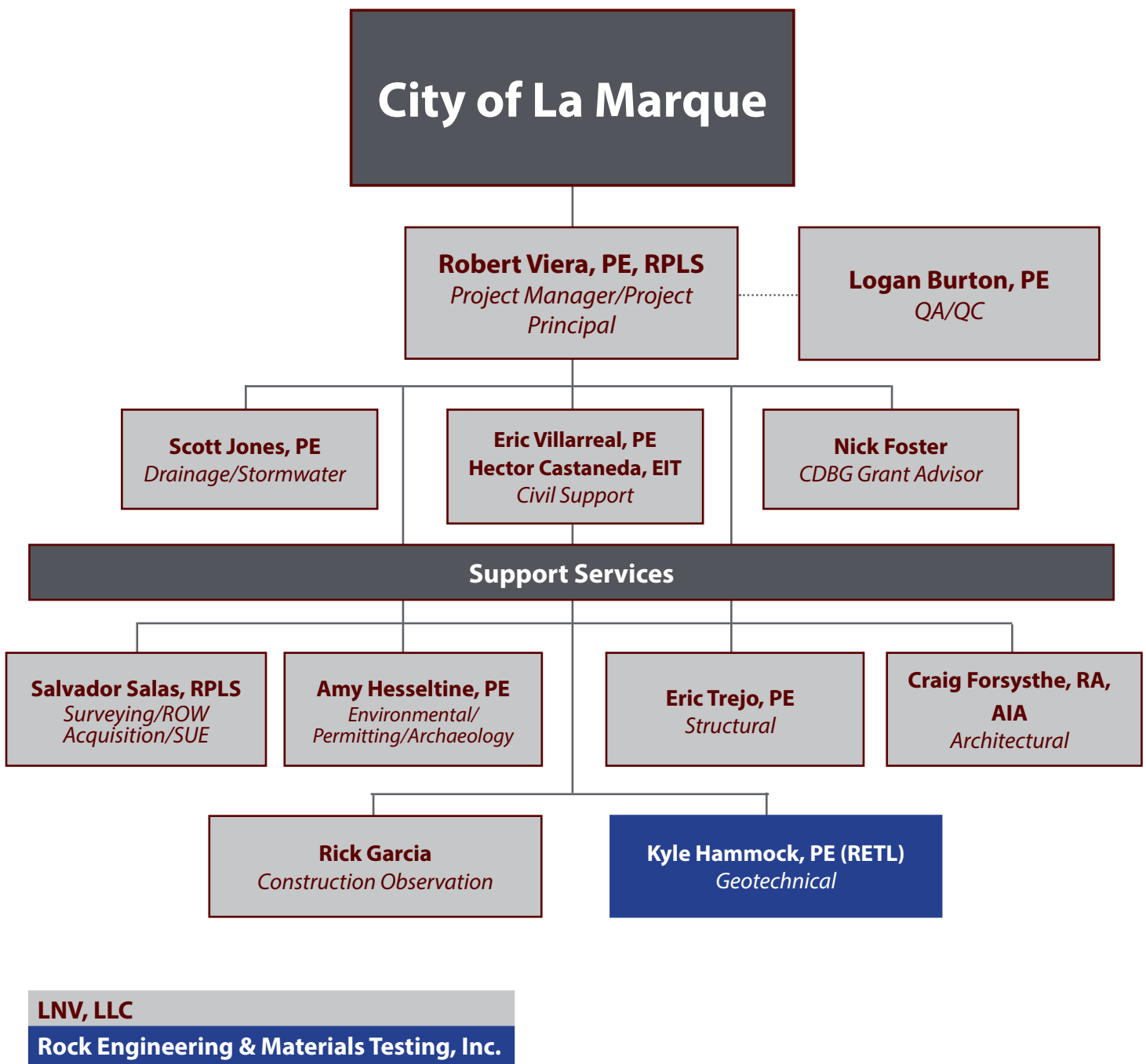
Town of Refugio

- Animal Control Building
- City Hall
- Fire Department Station
- Fire Department Training Field
- Heritage Park

Below is a list of past disaster recovery and project funding source services LVN has provided:

- Town of Bayside - Disaster Relief Project
- Refugio County WCID No. 2 - CIAP Mission River Boat Ramp Improvements
- Refugio County - TIF Drainage Project
- Refugio County - CIAP Austwell Water Quality Improvements
- Kenedy County - Disaster Relief Drainage Improvements
- Kleberg County - Disaster Recovery Supplement Fund Drainage Activities
- Kleberg County - Disaster Relief Project - CDBG - Venado Acres Subdivision, Drainage/Street Imprv.
- Brooks County - Disaster Relief Storm Water Improvements Project
- Kenedy County - Disaster Relief Project
- Cameron County - Disaster Assessment Team
- City of Stockdale - WWTP Disaster Relief Reparation Project
- Falls City - CDBG - Water Plant Improvements (Drought Disaster Relief Grant)
- Town of Woodsboro - Disaster Recovery Services
- Town of Refugio - Disaster Recovery Services

Capacity to Perform



Robert Viera, PE, RPLS - Project Manager/Principal-In-Charge



Education

Bachelor of Science,
Civil Engineering, Texas
A&M University, 1994

Registrations & Certifications

Professional Engineer,
Texas No. 85616
Registered Professional
Land Surveyor, Texas
No. 6178

Mr. Viera serves as senior vice president/principal of LNV. He has provided surveying, engineering design and project management services on a variety of projects types, including water, wastewater, transportation, drainage and land development. As a dual-licensed professional land surveyor and engineer, Mr. Viera can manage projects from inception through completion, providing further value to his clients. The majority of his clients include small- to mid-sized public entities. In addition, he has worked with many federal and state funding programs to help finance projects for his clients. As principal-in-charge, he will ensure the project team has the resources needed to complete the project on time and within budget.

Brooks County - Disaster Relief Stormwater Improvements Project

Mr. Viera served as principal-in-charge for this project, which comprised the drainage improvements along CR 301, 302, 303 and CR 201. The drainage improvements along CR 301, 302 and 303 involve approximately 2,800 linear feet of 10-inch through 30-inch HDPE, as well as safety end treatments, pavement repair, base repair, pond excavation and regrading 11,500 linear feet of the existing ditch. The CR 201 drainage improvements involve approximately 350 linear feet of 18-inch HDPE, safety end treatments, pavement repair, base repair, regrading 8,600 linear feet of existing ditch and clearing 3,700 linear feet of Cibolo Creek.

City of Bayside - Disaster Relief Project

Mr. Viera served as principal-in-charge/project manager for reconstruction of four drainage structures damaged by flooding. This included the rehabilitation of two culvert structures and the replacement of two existing bridges. LNV also assisted in submitting the Urgent Need Fund Application for these services.

City of San Diego - Phase I-A Drainage Improvements

Mr. Viera served as principal-in-charge/project manager for this project, which comprised various drainage improvements approximately 0.8 miles of ditch and new channel improvements, approximately 0.4 miles of small and large storm sewer pipe and inlets at Dix Avenue between North Travis to North Venture.

Kleberg County - CDBG Colonia - Water System Improvements, Kingsville

Mr. Viera served as principal-in-charge/project manager for this project, which comprised various water and wastewater improvements. The water portion of the project involved the demolition of a concrete ground storage tank, a new 100,000 gallon galvanized bolted steel ground storage tank, the removal and replacement of two pumps/motors/controls, fence extension, a 6,000-gallon hydropneumatic pressure tank with nitrogen system, and approximately 5,000 linear feet of 6-inch PVC water line with public/ private water service lines. The sewer line portion included approximately 1,000 linear feet of 8-inch SDR 26 sewer line, manholes, and public/private sewer service lines.

Logan Burton, PE - QA/QC



Mr. Burton serves as principal/project manager at LNV, and works in the firm's headquarter office in Corpus Christi. He has more than 15 years of experience in the design and management of a variety of civil engineering projects for many municipal clients in South Texas. Mr. Burton's passion includes master planning, modeling and designing water and wastewater infrastructure. His focus is on water and wastewater treatment and distribution and collection systems. He has managed more than 10 water system hydraulic modeling projects and is currently serving as the project manager for the City of Corpus Christi's Oso WRP Nutrient Removal Phase 2 Project which involves the replacement of a new lift station headworks and aeration system. He is knowledgeable in a variety of computer programs, including SewerGEMS, HEC-RAS, HEC-HMS, WinStorm, EPANET, H2OMap and InfoWater Suite. He is also knowledgeable in GIS applications using ArcView GIS.

Education

Master of Science, Civil Engineering (Hydraulics & Hydrology), Texas A&M University, 2003

Bachelor of Science, Civil Engineering, Texas A&M University, 2002

Registrations & Certifications

Professional Engineer, Texas No. 135649

NAASCO Certified Sewer & Manhole Inspector (PACP, LACP, MACP)

City of Corpus Christi - Padre Island Elevated Storage Tank

Mr. Burton participated in this project which consisted of the design of a 1.5-MG composite elevated storage tank near the Nueces/Kleberg County line on Padre Island. The elevated storage tank was designed to withstand adverse weather conditions and included cathodic protection and high performance coatings. The elevated storage tank is required to alleviate pressure fluctuations on the Island and to comply with TCEQ regulations by providing adequate elevated storage in the pressure zone created by the Sand Dollar Pump Station. Design of the elevated storage tank was coordinated with the South Side Transmission Main (SSTM) Phase 8 to provide adequate water supply and pressure for projected demands on the Island. Also included in this project is approximately 2,400 linear feet of 30-inch water line (ductile iron, steel, or bar wrapped steel cylinder), 42-inch steel casing, cathodic protection, and all other appurtenances to tie the elevated tank into the existing Island distribution system.

City of Corpus Christi - New Broadway Wastewater Treatment Plant

Project manager for the civil design, road reconstruction, demolition of existing treatment facilities, right-of-way acquisition, topographic survey, stormwater pollution prevention plans, and rehabilitation of the existing effluent line for replacement and upgrade of existing Broadway Wastewater Treatment Plant with a New Broadway Wastewater Treatment Plant. The NBWWTP has been designed as a secondary treatment facility with effluent meeting requirements defined in the City's TPDES permit. Treated secondary effluent will be discharged through the plant's existing 42-inch effluent line which will be rehabilitated and the plant's discharge point will remain unchanged.

City of Kingsville - Main Lift Station Force Main

Project engineer for approximately 7,200 linear feet of 24-inch PVC force main and tie-ins to the existing lift station and wastewater treatment plant. The scope of work also included 320 linear feet of 24-inch boring and 284 linear feet of 36-inch bore and steel casing. LNV located air release valves and gate valves per TCEQ requirements. LNV also performed a topographic survey to prepare the plan and profile sheets. Close coordination with the City of Kingsville, TxDOT and TCEQ was required for permitting purposes.

City of Mathis - Water and Wastewater Improvements

Project engineer for various water and wastewater system improvements. The wastewater system improvements involved a new lift station, approximately 15,000 linear feet of 10-inch through 18-inch SDR 26 sewer line and approximately 50 fiberglass manholes. The water system improvements involved approximately 900 linear feet of 8-inch C-900 PVC water line and fire hydrant assemblies. LNV designed the water line portion of the project in accordance with Chapter 290 and the sewer line portion in accordance with Chapter 317 of the TCEQ rules and regulations.

Scott Jones, PE - Stormwater/Drainage



Education

Bachelor of Science,
Civil Engineering,
University of Texas at
Austin, 1990

Registrations & Certifications

Professional Engineer,
Texas No. 81986

Mr. Jones has over 30 years' experience in civil engineering design and project management. His experience includes new street design, street rehabilitation, drainage plans, underground and above-ground storm water collection and conveyance systems, water distribution systems including waterlines, booster pump stations and ground storage tanks, wastewater collection systems, wastewater lift stations, wastewater forcemains, rehabilitation of water and wastewater systems, water quality and storm water management facilities, storm water pollution prevention plans (SWPPP), best management practices, site grading and commercial and residential land development. As a project manager, Mr. Jones has experience in all facets of the development process including project coordination and communication, feasibility due diligence studies, land acquisition, land planning and platting, construction plans. He maintains a high standard of quality and value engineering on all of his construction projects. In addition, he maintains good relationships with numerous city, county and state agencies throughout the State of Texas and has an excellent track record of processing and permitting his projects at an above-average pace. Mr. Jones is adept at numerous Microsoft-based programs, is an advanced AutoCAD user and is knowledgeable in current surveying technologies and requirements.

City of Corpus Christi - Airline Road - SPID to McArdle - Improvements

Project manager for the complete reconstruction of Airline Road street and utilities, including replacement of the ex. stormwater infrastructure with a new 5-year capacity underground storm sewer system. Storm main size is 36" RCP. Storm lateral sizes ranged from 18-inch to 24-inch RCP.

Port of Corpus Christi Authority - Cargo Dock 9 Stormwater and Wastewater Assessment/Repairs

Project manager for the assessment of the existing storm water and wastewater facilities at Cargo Dock 9. Improvements include roof gutter of building, CCTV inspection of site storm sewer lines condition assessment, analyze existing wastewater infrastructure, review pavement settlement and design of recommended stormwater and wastewater improvements.

City of Corpus Christi - Holly Road - Rodd Field to Ennis Joslin Road Improvements

Project manager for the complete reconstruction of Holly Road street and utilities, including conversion from roadside ditch drainage to a 5-year capacity underground storm sewer system. Storm main sizes ranged from 24" RCP to 2-8x2 BC. Storm lateral sizes ranged from 18-inch to 24-inch RCP.

City of Corpus Christi - Greenwood Complex

Mr. Jones served as project manager and project engineer for this project, which comprised the design of stormwater, water and wastewater infrastructure to serve the Sports Complex. Scott was also responsible for the design of rehabilitation efforts for the existing parking lots and the design of new parking facilities, as well as, pedestrian sidewalks and other infrastructure. The Greenwood Sports Complex included the construction of new buildings and sports fields, and Scott coordinated the efforts of the other disciplines on the Project (i.e. architectural, landscape, lighting, etc.).

Eric Villarreal, PE - Civil Support



Education

Bachelor of Science,
Civil Engineering - Texas
A&M University, 1999

Registrations & Certifications

Professional Engineer,
Texas No. 103807

Mr. Villarreal serves as a Group Leader for LNV. He specializes in water, wastewater, drainage and land/site development projects. He has designed and/or managed these project types for numerous municipalities and utility districts in South Texas. His experience also extends to small residential subdivisions and large multifamily residential developments. While providing engineering design and calculations for these projects, Mr. Villarreal gained valuable experience by working directly with the client through the planning phase, by working closely with in-house staff through the design phase, and by working with contractors through the construction phase. He is well-versed in a variety of computer programs, including EPANET, WaterCAD, StormCAD, FlowMaster and WinStorm.

City of Aransas Pass - FM 2725 12-Inch Waterline

Mr. Villarreal served as project manager for the installation of 12-inch waterline for the City of Aransas Pass. LNV reviewed the existing data and established an initial design criteria and design constraints. During construction, LNV reviewed samples, created estimates, and conducted site visits. LNV also provided a topographic survey of the area. TxDOT permitting was required for this project.

City of Aransas Pass - Highland/Johnson Ave Water/Wastewater Improvements

Project manager for the installation of approximately 4,600 linear feet of 10-inch PVC wastewater line and 9,900 linear feet of 8"-inch PVC wastewater line, as well as a lift station, 1,750 linear feet of 4-inch PVC force main, and 32 fiberglass manholes in accordance with the plans, specifications, and contract documents. This project also includes approximately 3,000 linear feet of 8" C900 water line, valves, fittings, fire hydrants, reconnections, and pavement repair in accordance with the plans, specifications, and contract documents.

City of Aransas Pass - CDBG - Water Line Improvements

Served as project manager for the replacement of approximately 4,450 linear feet of 6-8" water line, 29 valves, 29 hydrants, and boring and casing, reconnections, and pavement repair and associated appurtenances on Matlock from Lamont to 13th and on 7th from Matlock to Wheeler (SH 35).

San Patricio County - Colonia Wastewater Extension

Served as project manager for the installation of approximately 2,360 linear feet of 6-inch wastewater line, fittings, manholes and services connections and approximately 250 linear feet of 6-inch forcemain.

San Patricio County - 2013-14 Colonia Waterline Extension Improvements

Project manager for the installation of approximately 2,550 linear feet of 8-inch PVC water line including fire hydrant assemblies, 8-inch bores, new water services and waterline tie-ins in accordance with contract documents, specifications and plans.

Hector Castaneda, EIT - Civil Support



Mr. Castaneda has more than 15 years of experience performing engineering services for various municipalities throughout South Texas. He specializes in the planning, design and construction management of wastewater treatment and collection systems, water treatment and distribution systems, roadway improvements, and drainage improvements. Mr. Castañeda is familiar with the procedures and regulations of federal and state agencies, and has assisted numerous municipalities with funding applications for infrastructure and economic development projects. He also has experience in the preparation of plats, boundary surveys and pollution prevention plans for several site development projects.

Education

Bachelor of Science,
Civil Engineering,
Texas A&M University -
Kingsville, 2000

Registrations & Certifications

Engineer-in-Training,
Texas No. 32319

Kenedy County - Disaster Relief Drainage Improvements

Mr. Castañeda served as project engineer for this project, which comprised various drainage improvements. The scope of work included approximately 4,000 linear feet of new drainage culverts (storm sewer system) ranging in size from 12-inches to 48-inches, box culverts, 70 inlets and outfall structures, regrading 1,100 linear feet of existing ditches, other related appurtenances, and site work. Repairs to the existing pavement were also performed, as necessary. The scope of work involved a hydraulic and hydrology analysis of the proposed system, a topographic survey for design, permitting, and coordination with the applicable agencies.

City of Taft - Drainage Improvements on Gregory Street

Mr. Castañeda served as project engineer for the drainage improvements along Gregory Street. The improvements included approximately 1,150 linear feet of 18-inch HDPE storm water pipe, 12-inch casing, the removal and replacement of an 8-inch wastewater line, eight inlets/basins, asphalt and concrete pavement repair, concrete sidewalk and driveway repair, concrete valley gutter, base repair, water and gas line adjustments, and one storm water connection. LNV performed design, bid and construction administration phase services for this project.

Refugio County - TIF Drainage Project

Mr. Castañeda served as engineer-in-training for the replacement of two drainage structure crossing County Roads. LNV provided all the necessary civil engineering and surveying services to develop plans and specifications associated with the Refugio County TxDOT TIF Grant Project for Dedear Road (Tivoli) and Cliff Road Drainage Crossing Improvements.

City of Mathis - Drainage Improvements Project

Mr. Castañeda served as project engineer for the design and construction of the drainage improvements to multiple streets. Design included the drainage improvements for Freeman Street at intersections of Encino, Evergreen and Almond Street and Atascosa Street from Freeman to Sommors Street. Construction included periodic construction site visits and a project site assessment.

Refugio County - CDBG Colonia - Water System Improvements, Refugio

Mr. Castañeda served as project engineer for approximately 7,500 linear feet of 6-inch water line, five fire hydrants, related public-side water services, one new ground storage tank at the existing water plant site, and 14 private-side service lines.

Nick Foster - CDBG Grant Advisor



Education

Master of Arts, Ancient History, Louisiana State University, 2005

Bachelor of Arts, Cultural Geography, Louisiana State University, 2005

Mr. Foster has 15 years of experience with the implementation and administration of federal grant and construction programs with emphasis on HUD CDBG-DR. He is familiar with all aspects of CDBG including labor compliance issues such as Davis Bacon, project eligibility, grant applications, real property acquisition, environmental review and construction management. Nick assisted in the training, coordination, and implementation of several federally funded programs from Louisiana, Texas and Illinois. He remains abreast of the CDBG-MIT program, its intent, parameters, restrictions and overall guide to implementation.

Galveston County - HUD CDBG Program

Community Development Project Coordinator for this project, which comprised technical assistance to public officials for the identification of eligible projects. Responsible for the approval and installation of permanent emergency generators for Bolivar Peninsula SUD as well as several other projects benefiting Bolivar Peninsula. Provided expert guidance on CDBG regulations and applicability and served as liaison to Texas GLO. Developed grant applications; advised on applicability of proposed projects; and coordinating a team of engineers and GIS staff for the needs of application completion. Led training sessions for the dissemination of HUD ethnicity and income data sets and presented application documentation for Commissioners Court approval. Supervised the delivery \$65M in HUD funds for construction projects responsible for the procurement, compliance and financial management of the infrastructure projects.

City of League City - Hurricane Harvey CDBG-DR Acquisition and Non-Housing Recovery Program

Served as Advisor for this project, which comprised responsible for grant management and administration services for the City's acquisition and non-housing CDBG-DR projects. Responsibilities include coordination with City and Texas General Land Office, program and project compliance, as well as pre- and post-funding services. Pre-funding services include development of project scope and completion of CDBG-DR application and related documents. Post-funding services include grant admin, compliance and closeout of all infrastructure, acquisition and eligible projects approved for CDBG-DR funding.

Port Arthur - Harvey Disaster Recovery Grant Management and Administration

Served as Technical Advisor for this project, which comprised damage assessments, FEMA, HMGP and CDBG-DR grant program management and administration for \$100M in public infrastructure. Work includes public structures, drainage conveyance systems and roadways as well as FEMA 406 and 404 grants. Ardurra is managing grants and preliminary engineering for 80 individual projects. Ardurra assisted the City to identify five FEMA 404 projects totaling \$30M. Projects include 4 drainage capacity improvements and 1 water clarifier improvement to increase capacity to move water through treatment system.

City of Beaumont - FEMA Public Assistance, 404 Mitigation, CDBG-DR

Served as Technical Advisor for damage assessments, environmental advisory, FEMA, HMGP and CDBG-DR grant management and hazard mitigation. Identified eight FEMA 404 applications totaling \$22.6M. This includes five building flood proofing projects, two increased capacity of mitigated space for buildings projects, and one new drainage pump station.

Craig Forsythe, RA, AIA - Architectural



Education

Bachelor of
Environmental Design,
Texas A&M University,
1992

Registrations & Certifications

Registered Architect,
Texas No. 19929

Mr. Forsythe has provided architectural design and project management services for more than 20 years. He specializes in the following project types for public and private clients: educational, municipal, medical, commercial, industrial and religious. Mr. Forsythe has gained immense experience leading the project team from schematic design through construction completion. His number one priority has always been to provide the quality of work necessary to maintain a solid working relationship with all parties involved.

City of Hidalgo - Viejo Development

As the project architect, Mr. Forsythe provided an architectural evaluation of four structures owned by the City of Hidalgo located in its Historic District (Hidalgo Viejo). LNV provided the City with a condition assessment and a prescribed improvement plan to bring the structures back into inhabitable condition. LNV concluded that some structures were unsafe to inhabitate, while others appeared to be fair in condition. LNV prepared a preliminary estimate of probable cost for the renovation to the buildings they could restore. LNV also assisted with materials testing (lead and asbestos) in each building.

Corpus Christi Housing Authority - Infrastructure Improvements at Leeward Homes

Mr. Forsythe provided architectural services for the replacement of sewer lines for Leeward Homes. LNV replaced the sewer lines from mains to 30 four bedroom homes, including all waste lines under each foundation and connection to fixture drops.

SAWS - Crescent Park Wall Modifications and Equipment Coverings

Served as project architect for a booster station in the Dominion area of San Antonio to improve the domestic water service within the Hidden Springs subdivision. To solve visibility issues with the neighboring community, LNV designed three canopies utilizing a structural steel skeleton and cold formed framing. Mr. Forsythe designed partial drop walls which were architecturally finished to resemble the neighboring community housing.

City of Edinburg – New Maintenance Facility

Served as project architect for full architectural design of a new maintenance facility. When construction begins, the facility will total approximately 4,400 square feet and include multiple office and administrative space, rest room space, as well as large storage and repair work areas and repair shop rooms for maintenance/ repair and overhaul, etc. of the parks recreation vehicles (i.e. golf carts and golf machines) and equipment. Site design was also included, however drainage elevations design and site work construction will be by the City.

City of Dilley - New Convention Center

Served as project manager of this project, which will include a new 11,967 square-foot convention center with a library facility, a large meeting room, caterer's kitchen, public restrooms, outdoor amphitheater and mechanical spaces.

Eric Trejo, PE - Structural



Education

Bachelor of Science,
Civil Engineering, Texas
A&I University, 1988

Registrations & Certifications

Professional Engineer,
Texas No. 75758
SECB No. 2414-0708

Mr. Trejo serves as senior vice president/principal and chief structural engineer of LNV. He has over 30 years of experience in structural and marine engineering and project management. He has successfully executed projects in structural design of multi-million dollar projects for water and wastewater plants, petrochemical refineries and related industries. He also has vast experience with shoreline protection systems, commercial and institutional type buildings, and marine dock design. Mr. Trejo utilizes the latest 3D finite element modeling software for detailed structural analysis and design of structures comprised of steel, reinforced concrete, and timber materials. His experience also includes the analysis and design of large equipment foundation systems, cast-in-place concrete structures, tank foundation systems, vessel and stack foundations, renovations to marine dock facilities, and retrofit design to existing structures.

City of Corpus Christi - O.N. Stevens Water Treatment Plant Wash Water System Phase 2

As senior structural engineer, Mr. Trejo reviewed all structural and civil details to include design of retaining wall, new concrete sump at filter building, platforms, pep penetration and filter building, vibration analysis, and reinforced details at supply and return stations. He also reviewed drawings, cost estimates, and footing design.

City of Corpus Christi - Padre Island Sand Dollar Pump Station Improvements

Mr. Trejo served as structural project manager for the structural design and upgrading the existing booster pump station to add two 300-HP pumps, pump building, electrical building, emergency generator and associated yard piping as well as installation of 111 linear feet of concrete retaining wall, installation of flowable backfill, bollards, concrete valley gutter, 10-inch C-900 PVC water line, erosion control, 8-foot aluminum fence and gate and landscaping and irrigation. This project was implemented to meet immediate pressure needs of the North Padre Island Distribution System.

City of Laredo - Booster Station Improvements and 3.0 MG Elevated Water Storage Tank

Mr. Trejo served as the structural engineer for two new 4,000 GPM centrifugal pumps with associated suction and discharge header piping, and a new 2.0 MG ground storage tank at the Milmo booster pump station. Also included were two new 1,500 GPM centrifugal pumps with associated suction and discharge header piping at the Hendricks booster pump station, as well as a new discharge header at the Lyon booster pump station, and all incidental piping, electrical, instrumentation and SCADA, and site work.

City of Gonzales - Water Treatment Plant Filter Improvements

Mr. Trejo served as structural engineer for the structural engineering services for filter improvements of the City's water treatment plant. He proposed filter improvements included an 84-foot x 50-foot concrete filter building which will house four 15-foot x 15-foot filters, pipe gallery, blowers and filtered water wet well. Each filter cell was sized at 15-foot x 15-foot or 225 square feet with a total filter area of 900 sq-foot. The three filters on-line at the design flow rate of 3,125-gpm, provides for a filtration rate equal to 4.6-gpm/sq-ft, which is less than the TCEQ maximum limit of 5-gpm/sq-foot. The project included removal of seven pumps, which pumped settled water through the pressure filters with a system that gravity flowed settled water to a wet well, which then utilized two high efficiency VFD pumps to lift the settled water into the new filters.

Amy Hesseltine, PE - Environmental/Permitting



Ms. Hesseltine serves as the Group Leader for LNV's environmental division. She's proficient in a variety of environmental engineering design, permitting and consulting services. Ms. Hesseltine specializes in projects related to MSW, medical waste and RCRA facilities, wetlands, Section 404 and dredging permits, compliance plans (SWPPP/SPCC), environmental site assessments, TPDES and MS4 permitting, and air permitting. The Texas Commission on Environmental Quality is the state's primary regulatory agency and Ms. Hesseltine has an excellent working relationship with its staff, at both the state and regional level. The relationships, experience and knowledge of regulations also hold true for the Environmental Protection Agency, U.S. Army Corps of Engineers, Texas General Land Office and the Texas Department of Transportation.

Education

Bachelor of Science,
Civil Engineering,
University of Missouri-
Rolla, 1996

Registrations & Certifications

Professional Engineer,
Texas No. 93578

TxDOT Sequence No.
24750

Certified Associate in
Project Management
Wetland Delineation
Training, Wetland
Training Institute, Inc.

Plant Identification
Course

Federal Wetland/Water
Regulatory Policy
Course

TCEQ MSW Landfill Air
Permitting Course

TxDOT NEPA
Assignment Training

City of Kerrville - Stormwater Master Plan

Ms. Hesseltine served as environmental engineer for this project, which comprised a review of the city's current drainage policy and criteria, mapping of the city's overall major watersheds and drainage patterns, a GIS inventory of the existing storm drainage network, and an evaluation of city identified localized drainage problems throughout the city. Planning included a review of city historical and projected growth to develop policy guidance and prioritization of capital improvement projects for implementation. In addition, a storm water utility fee rate comparison was performed to assess potential revenue generation for the city and has since been adopted.

San Patricio County - CDBG - Flood and Drainage Improvements

Project manager for this project, which included a jurisdictional determination request to the U.S. Army Corp of Engineers (USACE) for a pond located at the above referenced project site. The USACE concurred with LNV that the pond was not subject to USACE jurisdiction and the facility could proceed with backfilling of the pond. LNV later performed a wetland delineation and submitted a jurisdictional determination request to the USACE for a wetland located at the project site. The jurisdictional determination for the second wetland area is pending the USACE's verification of the delineation.

City of Corpus Christi - Southside Transmission Mains

Ms. Hesseltine served as senior environmental engineer for this project, which comprised a wetland delineation on the approximately 3.7 acre site and a pre-construction notification to the U.S. Army Corps of Engineers for Nationwide Permit No. 12 (Utility Line Activities), to allow the construction of the transmission main, elevated water storage tank and associated parking lot. Impacted wetlands were mitigated at a 1:1 ratio. The mitigation plan included the construction of an approximately 0.23 acre wetland.

City of Corpus Christi - Padre Island Elevated Storage Tank, Corpus Christi, Texas

Ms. Hesseltine served as senior environmental engineer for this project, which comprised a new 1.5 MG composite elevated storage tank and associated street and drainage improvements. This project included design, bid and construction phase services, as well as surveying, inspections, permitting, land acquisition, and warranty phase services. LNV obtained permits from TxDOT and the U.S. Army Corps of Engineers. Ms. Hesseltine performed wetland delineation, prepared a pre-construction notification to the U.S. Army Corps of Engineers and prepared a progress monitoring report. The scope also included 2,400 linear feet of 30-inch water line with 42-inch steel casing at crossings of TxDOT right of way, cathodic protection, and all appurtenances.

Salvador Salas, RPLS - Surveying/ROW Aquisition/SUE



Education

Bachelor of Science,
Geographic
Information, Texas A&M
University - Corpus
Christi, 2015

Registrations & Certifications

Registered Professional
Land Surveyor, Texas
No. 6612

Mr. Salas has over eight years' experience in surveying and digital mapping. He has served as project manager on LNV's oil and gas projects spread across Texas, and he is providing support surveys to LNV's architect, engineer, and environmental specialists. Mr. Salas is familiar with topographic and boundary surveying, 3D laser scanning, ALTA/ACSM title surveys, construction staking, pipeline staking and as-built surveys, right-of-way, GIS exhibits and asset management, coordination with entities, and subdivision platting and layout.

City of Poteet - FEMA HMGP, Horton Lane Drainage Improvements

Mr. Salas served as survey manager on this project which included the final design plans and specifications based on the selected alternative submitted to the Texas Division of Emergency management's (TDEM) Hazard Mitigation Grant Program for a Hazard Mitigation Grant. This project includes engineering and surveying services for the construction of a trapezoidal earthen channel along the eastern and western sides of School Drive, the installation of reinforced concrete pipe with driveway crossings, repairing of two driveways and asphalt pavement repair, installation of reinforced concrete box culverts, the removal and repair of a wired fence and acquire of drainage easements.

Kleberg County – Survey for CR 2280

As survey manager, Mr. Salas was responsible for a topographic survey of existing ditch and preparation of a drawing with recommendations. The drainage ditch is approximately 1500 linear feet.

City of Stockdale – Wastewater Disaster Relief Reparation Project

Mr. Salas served as survey manager for this project which comprised of a TDA Disaster Relief Grant due to 12 inches of rain over a 4-5-hour period. The ponds were inundated and overflowed, but the embankments remained intact. Assisted with the inspection and evaluation of piping, valves, aerator and transfer structures.

City of Kingsville – Golf Course Lift Station Force Main Reroute

Mr. Salas served as survey manager on this project to remove the Golf Course LS flows off the gravity line and re-routing the flows so that they discharge directly into the headworks of the South Wastewater Treatment Plant (WWTP). By extending the force main to the WWTP, the Golf Course LS flows now bypass a section of gravity line with inadequate capacity and as a result, provide capacity relief to the 12-in PVC gravity wastewater line. LNV identified the alternative routes available, coordinated with City staff to select the most appropriate alternative, designed the force main, sized the new pumps, provided survey and easement acquisition and developed plans and specifications for the construction project.

Rick Garcia- Construction Observation



Registrations & Certifications

OSHA Training

CPR/First Aid

Mr. Garcia has more than 12 years of experience as a project superintendent, general contractor and field inspector. His experience includes residential, commercial, institutional and civil projects for private and public clients. Mr. Garcia served as a construction observer for the University of Texas at San Antonio facility expansion project and multiple FAA funded projects for the Corpus Christi International Airport. These projects involved civil site work, land development and related infrastructure, commercial buildings, new construction and renovations, and multi-discipline university campus expansion projects. Mr. Garcia has a strong working knowledge of construction documents, drawings and specifications as well as a comprehensive understanding of line grade and survey methods.

City of Poteet - FEMA HMGP – Horton Lane Drainage Improvements

Construction inspector for the final design plans and specifications based on the selected alternative submitted to the Texas Division of Emergency management's (TDEM) Hazard Mitigation Grant Program for a Hazard Mitigation Grant. The funding assistance is to help alleviate the dangerous flooding conditions occurring within the northeastern area of the City where a large concentration of K through 12 schools exist. The lack of adequate positive drainage largely contributes to the ponding of flow at two roadway locations that frequently have flood depths ranging from 7 inches to 12 inches. This project will include engineering and surveying services for the construction of a trapezoidal earthen channel along the eastern and western sides of School Drive, the installation of reinforced concrete pipe with driveway crossings, repairing of two driveways and asphalt pavement repair, installation of reinforced concrete box culverts, the removal and repair of a wired fence and acquire of drainage easements..

City of Dilley – Street Improvement Project

Construction inspector for approximately 90,800 square yards of cement treatment, 15,000 tons of new base, 14,470 square yards of flexible base, 209,730 square yards of two-course surface treatment, valve and manhole adjustments, 500 square yards of concrete pavement, 3,000 tons of HMA CP (level-up), and concrete curb and gutter.

City of Pearsall – Street Improvements

Construction inspector for the rehabilitation of approximately 58,500 linear feet of roadway. The project included seal coat, overlay, and reconstruction by assessing the conditions of existing streets and providing recommendations and cost estimates for repairs. Also included in this project was the preparation of plans and specifications for the construction of the recommended street improvements.

City of Pearsall – Street and Utility Improvements

Construction inspector for nine streets within the city limits. The utility improvements consisted of pipe bursting, full replacement and adjustments for the water, sewer and gas mains. The roadway design consisted of the reconstruction of the roadway with a new pavement section.

Mark Rock, PE - Geotechnical (RETL)



Education

Bachelor of Science,
Civil Engineering -
University of Houston,
1986

Registrations & Certifications

Professional Engineer -
Texas No. 71395

Mark Rock is Vice President of Rock Engineering & Materials Testing, Inc. and has over 29 years of experience in the Geo-technical Engineering and Materials Testing field. He has been the Project Engineer, Project Manager and/or Design Assistant on over 4000 Geo-technical Engineering Studies across the State of Texas throughout his career. Mark Rock has a reputation for being extremely knowledgeable and experienced with the soil conditions in and around South Texas.

Mark Rock's project experience includes site feasibility and distress studies, as well as geo-technical construction inspection services. His design experience includes shallow spread footing and mat foundations, multi-story structures supported on drilled pier foundations in which he has performed pier load tests, roadway and airport pavement design, dock structures, and significant bridge foundations. Mr. Rock's expertise in design also includes construction on highly expansive soils, non-cohesive soils and compressible soils, as well as providing recommendations for soft soil sampling in wetlands restoration projects.

Bulk Terminal Improvements, Corpus Christi, TX

This project consisted of a soils exploration, laboratory testing program, and foundation and pavement analysis for the Storm Water Quality Improvements project, which included concrete retaining walls, berms, sedimentation/filtration structures, and concrete lined ditches, constructed at the Port of Corpus Christi Authority Bulk Terminal located near Navigation Boulevard and Joe Fulton Corridor in Corpus Christi, TX. Mr. Rock was the lead Geotechnical engineer on this project and the Principal-in-Charge.

Indian Point Shoreline Protection Program, Portland, TX

This project consisted of a soils exploration, laboratory testing program and geotechnical recommendations for the Indian Point Shoreline Protection project, which included the installation of a breakwater system, constructed along Indian Point located in Portland, TX. Indian Point Park is located on the northwest perimeter of Corpus Christi Bay along the Portland Causeway. Mr. Rock was the lead Geotechnical engineer on this project and the Principal-in-Charge.

Elevated Water Storage Tanks – Holly Rd. at Leopard St. and Rand Morgan Blvd., Corpus Christi, TX

The project consisted of the construction of elevated water storage tanks at the existing Holly Pump Station located at 4925 Holly Rd., near the southeast corner of the intersection of Leopard St. and Rand Morgan Blvd. Mr. Rock was the lead Geotechnical engineer on this project and the Principal-in-Charge.

NuStar Energy Pipeline Crossing Project, Corpus Christi, TX

Rock Engineering & Testing Laboratory, Inc. is currently working on several Geotechnical and Construction Materials Testing projects for the City of Corpus Christi as part of their 2008 and 2012 Bond. Mr. Rock was the lead Geotechnical engineer on this project and the Principal-in-Charge.

Past Government Clients

Aransas County	City of Poteet
Bandera County	City of Portland
Bee County	City of Robstown
Bexar County	City of Rockport
Bexar Metropolitan Water District	City of Rollingwood
Brooks County	City of Runge
Cameron County	City of San Antonio
City of Alice	City of San Diego and San Diego MUD
City of Aransas Pass	City of San Marcos
City of Austin	City of Sanger
City of Austwell	City of Sinton
City of Bandera	City of Sunset Valley
City of Bay City	City of Taft
City of Bee Cave	City of Victoria City of Yorktown
City of Beeville	Corpus Christi Army Depot Corpus Christi Housing Authority
City of Bishop and Bishop EDC	Corpus Christi International Airport
City of Corpus Christi	Corpus Christi Regional Transportation Authority
City of Cotulla	Guadalupe-Blanco River Authority
City of Dilley	Hays County
City of Driscoll	Jim Wells County
City of Edinburg	Karnes County
City of El Cenizo	Kenedy County
City of Fair Oaks Ranch	Kleberg County
City of Falfurrias	Laguna Madre Water District
City of Falls City	Live Oak County
City of Garland	McMullen County and MCWCID No. 1
City of George West	Medina County
City of Goliad	Naval Air Station (Kingsville and Corpus Christi)
City of Gonzales	Nueces County
City of Gregory	Pettus Municipal Utility District
City of Harlingen	Port of Corpus Christi Authority
City of Helotes and Helotes EDC	Refugio County
City of Hidalgo	Refugio County Drainage District No. 1
City of Ingleside	San Antonio Water System
City of Junction	San Patricio County
City of Kenedy	Texas Department of Rural Affairs
City of Kerrville	Texas Parks and Wildlife Department
City of Kingsville	Town of Addison
City of Kyle	Town of Bayview
City of Laredo	Town of Refugio
City of Marion	Town of Woodsboro
City of Mathis	Travis County TNR
City of Pearsall	TxDOT (Multiple Districts)
City of Pleasanton	Webb County

Section 3 - References

City of La Marque
CDBG - MIT; RFQ No. 20-02

Client Name/Contact	Phone/Email Address
City of Aransas Pass <i>Mayor, Gary Edwards</i>	P: 361-758-5301 E: citymanager@aransaspasstx.gov
Bee County <i>County Judge, George (Trace) Morrill, III</i>	P: 361-621-1556 E: george.morrill@beecounty.texas.gov
San Patricio County <i>County Judge, Terry Simpson</i>	P: 361-364-9301 E: terry.simpson@co.san-patricio.tx.us
Aransas County <i>County Judge, CH "Burt" Mills, Jr.</i>	P: 361-621-1556 E: judge@aransascounty.org
Refugio County <i>County Judge, Robert Blaschke</i>	P: 361-526-4434 E: robert.blaschke@co.refugio.tx.us

Project Understanding

The clear direction in federally funded recovery and resiliency programs is toward preventative strategies and projects that reduce the risk of future damages to citizens and public infrastructure assets due to natural disasters. While the focus of mitigation has previously had its foundation in the FEMA world, the movement confirmed through the HUD CDBG-MIT program is that the federal-state-local partnerships that have been traditionally established are being leveraged to create new opportunities for effective protection of people and infrastructure that will also reduce the need for post-disaster funding obligations from the federal level.

In its commitment to disaster recovery and management, LNV has been operating by the principle of strategic recovery and sustainability for decades. Recovering smarter, stronger and better means that responding to damages due to natural disasters must include strategies to reduce the risk of the same damage recurring.

LVN staff knows the requirements of the HUD CDBG-MIT program which was introduced in the Federal Register on August 30, 2019. This Federal Register Notice informed the public of a \$6.875B allocation in CDBG-MIT funds to grantees recovering from qualifying 2015, 2016 and 2017 disasters. ***CDBG-MIT represents the best of both worlds in disaster recovery; FEMA and HUD.*** Mitigation Projects that traditionally existed only in the FEMA sphere now can be funded under HUD CDBG rules. This allows governments to take proactive steps to mitigate against future potential disasters.

The State of Texas was allocated \$4.297B of which a minimum of \$2.105B must be expended in HUD-identified “most impacted and distressed” (MID) areas.

Project Approach

LVN has developed a three-part scope of work to implement its pro-active approach to projects. The first part is the preliminary phase, which includes all applicable tasks necessary for design. The project will be discussed with all involved parties to develop a scope inclusive of multi-level needs, wants and concerns. LVN will conclude this phase by working with the City of La Marque to define the most cost-effective approach with the best value.

The preliminary phase is followed by the design phase, which includes all tasks necessary to develop plans and specifications to carry out the recommendations previously prepared. The final phase comes during construction. LVN will provide the City with the oversight needed to ensure the project is constructed according to plans and specifications. This approach will be significantly refined and tailored once the scope of work is defined. A brief description of the tasks to be performed for each phase is below:

Preliminary Phase

- ***Hold project initiation meeting:*** Initial consultation will be held with the City staff to detail contacts, coordination, project schedule, and specific project issues and needs. The extent of the preliminary engineering activities and project limits will be defined during this initial meeting. Existing concerns, preferred materials and preferences for design will be discussed. LVN staff will meet with District officials to discuss mitigation needs and potential projects. LVN brings subject matter experts from every level of government: HUD, FEMA, State CDBG-DR, City and entitlement City. Our experts worked for these agencies and have the client’s perspective that few competitors can match.
- ***Assemble and review existing data:*** All existing data related to the project will be assembled and reviewed (e.g., all available water, wastewater, electric, cable and gas utility plans for the area, existing data and interview data from the City, utility maintenance records, utility system and right of way maps, etc.).
- ***Establish initial design criteria and design constraints:*** Develop the specific criteria for the production of plans, specifications and estimates. LVN will incorporate the gathered data into its design to reduce the need for change orders.

- Evaluate existing data: This will include soils investigations, field surveys, and data provided by the City. LNV will gather any additional information required for the project.
- Conduct physical inspections: Design personnel will go to the field with available information to determine problem areas and areas where additional information is needed. This is a very important step to completely understand a project.
- Report/Summary: Review, prepare and finalize preliminary cost estimates and schedules for implementing the recommendations.
- Coordination with City officials: Upon selection, LNV staff will engage with City leadership and stakeholders to understand the City's immediate needs and project priorities. Together, our CDBG specialists and City experts will review lessons learned and best practices in the CDBG-MIT focused on ensuring funding for City priority projects.

Design Phase

- Prepare detailed construction drawings in accordance with established design criteria and good engineering practices: Key features of the drawings will include location maps, written general instructions to the Contractor detailing critical requirements, plan sheets for utility improvements, standard details, miscellaneous details, etc.
- Prepare detailed specifications and contract documents in accordance with established design criteria and good engineering practices: Key features of the specifications and contract documents will include a complete contract document package using any City requirements, with specific insurance requirements, safety requirements, limitations of authority, and related matters, as well as technical specifications containing detailed requirements for construction materials, execution, measurement and payment, submittals, and related project requirements.
- Regulatory Agencies: Submit required information to regulatory agencies for review and approval.
- Conduct second physical inspection: Design personnel would go to the field with the final plans and visually verify everything works on the ground. This can avoid costly construction change orders.
- Cost Estimates and Schedules/Bidding: Using the prepared bid forms and the most current bid prices from similar projects, LNV will prepare detailed cost estimates and schedules, then work with the City in requesting, receiving and reviewing bids.

Construction Phase

- Monitoring of construction progress: LNV will provide construction phase services to include periodic, general observations by a professional engineer and more defined observations by a construction observer to monitor construction progress, conduct certified field testing and inspections, attend status meetings, and to address any concerns or suggestions.
- Pre-construction meeting: LNV's project manager will attend the pre-construction meeting to inform the contractor of the major issues encountered during project design and solutions to those issues. Successful compliance with Davis Bacon and Related Acts (DBRA) begins with the pre-construction conference. LNV educates prospective bidders on the process.
- Milestones and completion dates: Anticipated milestones and completion dates will be utilized as an outline for completion of status reporting and review of partial payments to the contractor(s). After review of contractor payment requests, recommendations for payment will be forwarded to appropriate entities. Recommendations for payment will be based on the percentage of construction completed by the contractor.
- Contractor shop drawings and vendor cut sheets: LNV will review contractors shop drawings and vendor cut sheets to ensure compliance with the technical specifications within the contract documents. LNV will prepare change orders in response to altered field conditions requiring an alteration in the scope of work. In the unlikely event of a change order, the adjustment process will be cost effective, seamless and as effortless as possible for the City.

Quality Assurance/Quality Control



LNV's quality assurance program is more than just the procedures, reviews and documents. It includes the project team's hard work and attention to detail, along with the determined mindset and willingness to check, make sure, and verify again. To ensure project requirements are carried through the design and construction phases, LNV employs internal processes during design, coordinates with the client, and ensures communication between the design team and construction personnel.

Internally, designs are reviewed through a peer review and reviewed by the supervising engineer several times throughout the design phase; typically during the preliminary, intermediate and final phases. The reviews include line-by-line checks of the engineering reports and drawings to ensure completeness, and conformance to the project scope, schedule and budget. This individual will examine constructability challenges, anticipate performance of proposed improvements and note any future hindrances to operation and maintenance practices.

This individual will also offer alternatives and design modifications to address concerns found during review for consideration by the project team. Throughout design, the documents are coordinated and reviewed with the client to discuss if the project requirements are being met, how they are being met, and if those requirements as designed, provide value to the City.

This quality assurance program enhances the quality and accuracy of the final product, which in turn eliminates unnecessary change orders. (Construction inspections will be performed and reported on regular intervals to verify compliance with construction documents.)

Project Management

The key challenge of project management is to accomplish all of the project goals and objectives within the established scope, time, and budget limitations. Regardless of the approach, careful consideration must be given to the overall project objectives, time line and cost, as well as the roles and responsibilities of everyone involved. LNV is equipped with the latest project management tools, is constantly upgrading its system and provides improved management training to all project managers.

Robert Viera, PE, RPLS, will be responsible for the overall project administration and management, including thorough coordination between the City and the design team, and for ensuring the City's needs are kept at the forefront. With LNV's extensive project management capabilities, the City staff will be working with an experienced leader to incorporate customized management tools, forms and other materials necessary for efficiency.

At minimum, these materials include a monthly status report with an update of all active project schedules, cash flows, tasks completed to date and tasks to be executed over the next month, and a list of any information needs or concerns that may arise. Microsoft Project will be utilized to plan projects, to collaborate with others, to stay organized and to keep the project on track.

Scheduling

The heart of any timely project is a detailed and accurate schedule. The key components to minimizing changes involve carefully defining the project scope with the City. LNV's project manager will work with the City's staff to confirm all key steps, phases, milestones, approvals and project meetings for the project, then incorporate the items into a detailed schedule. LNV's scheduling method will summarize consistent and disciplined thinking in a systematic manner. This will ensure the appropriate amount of resources have been allocated.

LNV makes better use of dollars by creating and managing a master schedule with milestones at the strategic level, along with short-interval schedules. The schedule will specify the start and finish dates for each activity, as well as the interlocking relationships between activities.

This effective take on the Critical Path Scheduling method will be used as a management control tool for defining, integrating and analyzing what must be done to complete each project on time and within budget. LNV will work with the City to create a smooth, more reliable work flow that maximizes productivity and minimizes waste.

Budgeting

Construction cost management in the current market conditions require consistent review of costs and accountability by the design team. With the drastic swings in material costs common in today's environment, it is imperative to make the right material and system design choices. LNV monitors the project budget at all times and any shortfall will be readily noted. Should a shortfall be identified, LNV will quickly evaluate the incident and make recommendations to continue within budget.

Budgets can create challenges both from an architectural/engineering fee standpoint and from a construction cost standpoint. With respect to developing architectural/engineering fees, LNV typically develops a detailed scope and fee estimate, which is then reviewed with the client to arrive at a mutually acceptable budget. LNV works with its clients to make sure the scope and fee are appropriate to the services needed. LNV has developed thousands of construction cost estimates and engineering fee proposals for public projects.

When developing construction cost estimates, the team relies on historical data developed from prior projects, unit bid prices published by other public agencies and, as necessary, development of unit prices using national cost estimating sources such as R.S. Means.

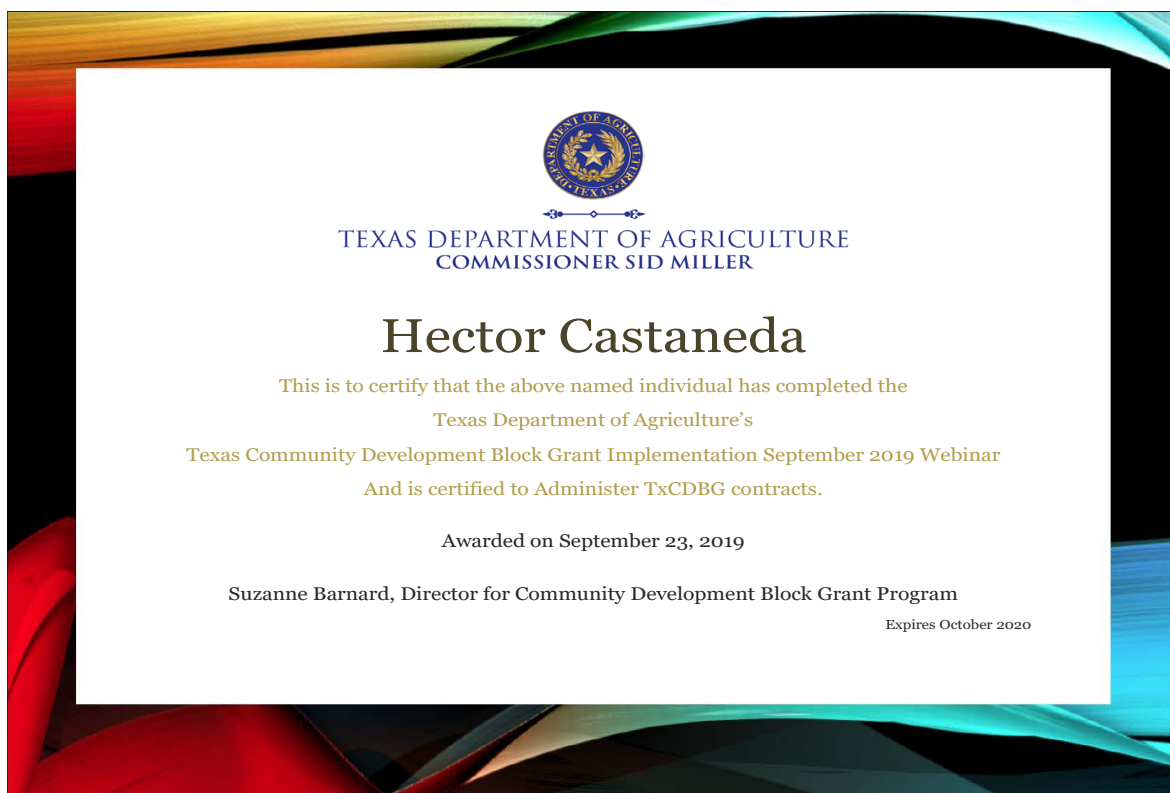
Value Engineering

Value engineering maximizes every project dollar spent and is a critical component in LNV's design process. Cost analysis, identification of alternatives, construction feasibility, labor and material availability, and project schedule are all carefully considered during this phase. LNV will study and suggest workable alternatives to avoid unnecessary spending and provide improved value and economy, while maintaining the integrity of the project and the City's goals. During the value analysis review, all expenditures relating to construction, maintenance, operation, and replacement are considered.

Certificate of Registration - Engineering



CDBG Certification



Certificate of Registration - Architecture

5/4/2020

TBAE Business Certificate



THE TEXAS BOARD OF ARCHITECTURAL EXAMINERS

Certifies that

LNV, LLC.

is duly registered and authorized in accordance with all
rules and regulations of the State of Texas

in testimony whereof this certificate has been issued
by the authority of this Board

Registration No. BR 599

Renewal of this registration is due on April 30, 2021

© 2020 - Texas Board of Architectural Examiners

Certificate of Insurance - General Liability



ARDURRA-01

NGONZALEZ

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
2/20/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Ames & Gough 8300 Greensboro Drive Suite 980 McLean, VA 22102		CONTACT NAME: PHONE (A/C, No, Ext): (703) 827-2277 FAX (A/C, No): (703) 827-2279 E-MAIL ADDRESS: admin@amesgough.com	
		INSURER(S) AFFORDING COVERAGE	
		INSURER A : Valley Forge Insurance Company A(XV)	
		INSURER B : National Fire Insurance Company of Hartford A(XV)	
		INSURER C : Continental Insurance Company A(XV)	
		INSURER D : Berkshire Hathaway Specialty Insurance Company	
		INSURER E :	
		INSURER F :	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR ☒ Contractual Liab. GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☒ PROTECT ☐ LOC OTHER:			6075640222	1/1/2020	1/1/2021	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 15,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
B	AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY ☐ OTHER:			6075640236	1/1/2020	1/1/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
C	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED ☒ RETENTION \$ 10,000			6075640270	1/1/2020	1/1/2021	EACH OCCURRENCE \$ 15,000,000 AGGREGATE \$ 15,000,000 \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A	6075640267	1/1/2020	1/1/2021	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
D	Professional Liab.			47-EPP-306878-02	1/1/2020	1/1/2021	Per Claim/Aggregate 5,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 Engineer Consultants - State of Texas

CERTIFICATE HOLDER

Sample Only for Bidding Purposes	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
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ACORD 25 (2016/03)

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SAM.gov Verification

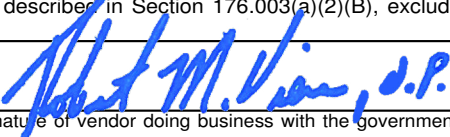
SAM Search Results List of records matching your search for : Search Term : LNV* Record Status: Active		
ENTITY	LNV, Inc.	Status: Active
DUNS: 050772461	+4:	CAGE Code: 3P6Y5 DoDAAC:
Expiration Date: 07/08/2020	Has Active Exclusion?: No	Debt Subject to Offset?: No
Address: 801 Navigation Blvd Ste 300		
City: Corpus Christi	State/Province: TEXAS	
ZIP Code: 78408-2600	Country: UNITED STATES	
ENTITY	LNV, INC.	Status: Active
DUNS: 185494700	+4:	CAGE Code: 5APY4 DoDAAC:
Expiration Date: 07/08/2020	Has Active Exclusion?: No	Debt Subject to Offset?: No
Address: 8918 TESORO DR STE 401		
City: SAN ANTONIO	State/Province: TEXAS	
ZIP Code: 78217-0000	Country: UNITED STATES	
ENTITY	LNV, Inc.	Status: Active
DUNS: 849281188	+4:	CAGE Code: 5ASS7 DoDAAC:
Expiration Date: 07/08/2020	Has Active Exclusion?: No	Debt Subject to Offset?: No
Address: 7500 Rialto Blvd Bldg 1 Ste 240		
City: Austin	State/Province: TEXAS	
ZIP Code: 78735-8531	Country: UNITED STATES	

SAM Search Results			
List of records matching your search for :			
Search Term : ardurra*			
Record Status: Active			
ENTITY	Ardurra Group, Inc.		Status: Active
DUNS: 092981521	+4:	CAGE Code: 5PTY7	DoDAAC:
Expiration Date: 08/25/2020	Has Active Exclusion?: No	Debt Subject to Offset?: No	
Address: 4921 Memorial Hwy Ste 300			
City: Tampa		State/Province: FLORIDA	
ZIP Code: 33634-7507		Country: UNITED STATES	
ENTITY	ARDURRA GROUP HOLDINGS LLC		Status: Active
DUNS: 080368430	+4:	CAGE Code: 7Q8T8	DoDAAC:
Expiration Date: 06/04/2021	Has Active Exclusion?: No	Debt Subject to Offset?: No	
Address: 3012 26th St			
City: Metairie		State/Province: LOUISIANA	
ZIP Code: 70002-6002		Country: UNITED STATES	

Version V1.1.3a6aaf7d

Conflict of Interest Questionnaire

LNV has no potential conflicts of interest.

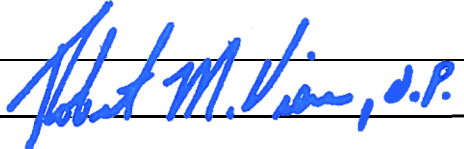
CONFLICT OF INTEREST QUESTIONNAIRE For vendor doing business with local governmental entity		FORM CIQ
This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session. This questionnaire is being filed in accordance with Chapter 176, Local Government Code, by a vendor who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the vendor 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 vendor becomes aware of facts that require the statement to be filed. See Section 176.006(a-1), Local Government Code. A vendor commits an offense if the vendor knowingly violates Section 176.006, Local Government Code. An offense under this section is a misdemeanor.		OFFICE USE ONLY Date Received
1	Name of vendor who has a business relationship with local governmental entity. LNV, LLC	
2	☐ Check this box if you are filing an update to a previously filed questionnaire. (The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date on which you became aware that the originally filed questionnaire was incomplete or inaccurate.)	
3	Name of local government officer about whom the information is being disclosed. N/A _____ Name of Officer	
4	Describe each employment or other business relationship with the local government officer, or a family member of the officer, as described by Section 176.003(a)(2)(A). Also describe any family relationship with the local government officer. Complete subparts A and B for each employment or business relationship described. Attach additional pages to this Form CIQ as necessary. N/A A. Is the local government officer or a family member of the officer receiving or likely to receive taxable income, other than investment income, from the vendor? ☐ Yes ☒ No B. Is the vendor receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer or a family member of the officer AND the taxable income is not received from the local governmental entity? ☐ Yes ☒ No	
5	Describe each employment or business relationship that the vendor named in Section 1 maintains with a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership interest of one percent or more. N/A	
6	☐ Check this box if the vendor has given the local government officer or a family member of the officer one or more gifts as described in Section 176.003(a)(2)(B), excluding gifts described in Section 176.003(a-1).	
7	 _____ Signature of vendor doing business with the governmental entity June 17, 2020 _____ Date	

Disclosure of Lobbying Activities

0348-0046

Disclosure of Lobbying Activities

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352
(See reverse for public burden disclosure)

Type of Federal Action: <u>A</u> a. contract b. grant c. cooperative agreement d. loan e. loan guarantee f. loan insurance	Status of Federal Action: <u>A</u> a. bid/offer/application b. initial award c. post-award	Report Type: <u>A</u> a. initial filing b. material change
Name and Address of Reporting Entity: ___ Prime ___ Subawardee Tier ____, if Known: Congressional District, if known:		If Reporting Entity in No. 4 is Subawardee, Enter Name and Address of Prime: LNV, LLC Congressional District, if known:
Federal Department/Agency:		7. Federal Program Name/Description: CDBG-MIT - City of La Marque CFDA Number, if applicable: _____
Federal Action Number, if known:		9. Award Amount, if known: \$
10. a. Name and Address of Lobbying Registrant <i>(if individual, last name, first name, MI):</i>		b. Individuals Performing Services <i>(including address if different from No. 10a)</i> <i>(last name, first name, MI):</i>
11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.		Signature:  Print Name: <u>Robert Viera, PE</u> Title: <u>Managing Principal</u> Telephone No.: <u>361-883-1984</u> Date: <u>June 17, 2020</u>
Federal Use Only		Authorized for Local Reproduction Standard Form - LLL (Rev. 7-97)

Certification Regarding Lobbying

Certification Regarding Lobbying

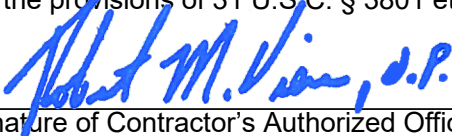
(To be submitted with each bid or offer exceeding \$100,000)

The undersigned certifies, to the best of his or her knowledge and belief, that:

- (a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- (b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- (c) The undersigned shall require that the language paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31, U.S.C. § 1352 (as amended by the Lobbying Disclosure Act of 1995).

The Contractor, LNV, LLC, certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 U.S.C. § 3801 et seq., apply to this certification and disclosure, if any.



Signature of Contractor's Authorized Official

Robert Viera, PE, Managing Principal

Printed Name and Title of Contractor's Authorized Official

June 17, 2020

Date



City of La Marque

1111 Bayou Road
La Marque, Texas 77568
Telephone 409-938-9202

Request for Qualifications (RFQ) #20-02 for Engineering/Architectural/Surveying Services - Cover Letter

August 5, 2020

Re: Texas General Land Office ("GLO") **Community Development Block Grant Disaster Recovery-Mitigation (CDBG-MIT) Program**

Dear Engineering Service Providers:

Attached is a copy of the City's Request for Qualifications for engineering services. These services are being solicited to assist the City of La Marque in its application and project implementation of a contract, if awarded, from the CDBG - MIT program of the General Land Office (GLO). The City of La Marque is considering applying for such funding to support Infrastructure activities in the City of La Marque.

Firms may submit proposals for any or all activities. Multiple contracts may be awarded as a result of this solicitation. The City will, in its sole discretion, determine the number of contracts awarded, and may decide not to award any contracts.

The submission requirements for this proposal are also included on the attached Request for Qualifications (RFQ) form. Please submit a statement of qualifications to:

City of La Marque
Robin Eldridge, City Clerk
1111 Bayou Road
La Marque, Texas 77568

The deadline for submission of proposals is **10:00 am on August 19, 2020**. It is the responsibility of the submitting entity to ensure that the proposal is received in a timely manner. Proposals received after the deadline will not be considered for award, regardless whether or not the delay was outside the control of the submitting firm. The City of La Marque reserves the right to negotiate with any and all persons or firms submitting timely proposals.

As a result of orders set forth to protect the community and stop the spread of COVID-19, the proposal opening/acknowledgement will not be held in its typical form, but rather via a scheduled Zoom meeting. The information to join this opening/acknowledgement is the following:

August 19, 2020 10:00 AM Join Zoom Meeting:

Meeting ID: 920 2693 7939; +13462487799,,92026937939# US (Houston)

<https://zoom.us/j/92026937939>

The City of La Marque is an Affirmative Action/Equal Opportunity Employer. Section 3 Residents, Minority Business Enterprises, Small Business Enterprises, Women Business Enterprises, and labor surplus area firms are encouraged to submit proposals.

Sincerely,

Charlene Warren

Assistant to City Manager/EMC

Request for Qualifications (RFQ) for Engineering/Architectural/Surveying Services

The City of La Marque is seeking to enter into an engineering/architectural/surveying services contract with a state registered engineer/architect/surveyor. The following outlines this request for qualifications.

- I. Scope of Work - A sample detailed Scope of Work provided by GLO is enclosed as Exhibit A. The engineering/architectural/surveying contract will encompass all application and project related engineering/architectural/surveying services to the City of La Marque under its CDBG-MIT project, including but not limited to the following:

Pre-Funding Services*

Assist with the development of grant applications, as

necessary. Post-Funding Services

Initial Engineering and Design Support
Engineering and Final Design Support
Bid and Award Support
Contract Management and Construction Oversight
Specialized Services

Please specify actual tasks to be performed under each of these categories in your response.

**Pre-funding services are not eligible for CDBG-MIT reimbursement and must be paid with local or other non-CDBG-MIT funds.*

- II. Statement of Qualifications - The City is seeking to contract with a competent engineering/ architectural/ surveying firm, registered to practice in the State of Texas.

Public works construction including but not limited to disaster recovery, projects;

Federally funded construction projects; and

Projects located in this general region of the state

Transmittal letter including:

- o Brief statement of the firm's understanding of the scope of the work to be performed;
- o Confirmation that the firm meets the appropriate state licensing requirements to practice as an Architect/Engineer in Texas
- o Confirmation that the firm has not had a record of substandard work within the last five years;
- o Confirmation that the firm has not engaged in any unethical practices within the last five years;
- o Any other information that the firm feels appropriate to support their understanding;

Company Profile

Experience and Qualifications. Set forth your experience and qualifications as they relate to the proposed project in terms of technical scope, tasks involved, deliverable products, and other elements of the work as they relate to the evaluation criteria and all requirements of this RFQ including the following:

- o Experience with public works construction including but not limited to disaster recovery projects;
- o Experience with federally funded construction projects;
- o A list of past local government clients, as well as resumes of all engineers/architects/surveyors that will or may be assigned to this project if you receive the engineering/architectural/surveying services contract award.

References. Each firm must furnish a minimum of five (5) references.

- III. Evaluation Criteria - The proposal received will be evaluated and ranked according to the following criteria and using the rating sheet enclosed as Exhibit B:

<u>Criteria</u>	<u>Maximum Points</u>
Experience	60
Work Performance	25
Capacity to Perform	15
Total	100

- n) Deliver “as-built” drawings to the subrecipient within 30 days of project completion.
- o) Host and/or attend project coordination meetings in person, by phone, or by video conference, which may or may not fall during normal business hours.
- p) Perform other contract management and construction oversight duties as required to ensure success of the subrecipient project.
- q) Provide necessary certifications to regulatory agencies of project completion and compliance (ex. TCEQ).
- r) Submit all final invoices within 60 days after contract or work order expiration.

Specialized Services

Respondents will be required to show the ability to provide all the Engineering services described below as they relate to specialized services.

- a) Provide Geotechnical Investigations as may be required for a project.
- b) Provide Detailed Surveying as may be required for a project.
- c) Provide Site Specific Testing as may be required for a project.
- d) Provide Archeological Studies as may be required for a project.
- e) Provide Planning Studies as may be required for a project.
- f) Provide Feasibility Studies as may be required for a project.
- g) Provide Legal documentation for property and/or easements to be acquired (i.e., field notes, etc.).
- h) Provide Phase I and Phase II environmental site assessments as requested.

Exhibit B

Engineer/Architect/Surveyor Rating Sheet

Grant Recipient

CDBG-MIT

Name of Respondent

Date of Rating

Evaluator's Name

Experience -- Rate the respondent for experience in the following areas:

Comments

- | | | | | |
|----|--|------------------|----|--|
| 1. | Has previously designed | type of projects | 20 | |
| 2. | Has worked on federally funded construction projects | | 15 | |
| 3. | Has worked on projects that were located in this general region. | | 10 | |

Note: Location for A/E (Architect/Engineer) may be a selection criterion provided its application leaves an appropriate number of qualified firms, given the nature and size of the project, to compete for the contract. 2 CFR 200.319(b)

- | | | | |
|-----------------------------|---|-----------|--|
| 4. | Extent of experience in project construction management | 15 | |
| Subtotal, Experience | | 60 | |

Work Performance

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>
1. Past projects completed on schedule	10	
2. Manages projects within budgetary constraints	5	
3. Work product is of high quality	10	
Subtotal, Performance	25	

Capacity to Perform

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>
1. Staff Level / Experience of Staff	5	
2. Adequacy of Resources	5	
3. Professional liability insurance is in force	5	
Subtotal, Capacity to Perform	15	

TOTAL SCORE

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>
☐ Experience	60	
☐ Work Performance	25	
☐ Capacity to Perform	15	
Total Score	100	

Exhibit C: Required RFQ Forms
Insert Certificate of Insurance

Insert System for Award Management (SAM) record search for company name and company principal.

CONFLICT OF INTEREST QUESTIONNAIRE

For vendor doing business with local governmental entity

FORM CIQ

This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session.

This questionnaire is being filed in accordance with Chapter 176, Local Government Code, by a vendor who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the vendor 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 vendor becomes aware of facts that require the statement to be filed. See Section 176.006(a-1), Local Government Code.

A vendor commits an offense if the vendor knowingly violates Section 176.006, Local Government Code. An offense under this section is a misdemeanor.

OFFICE USE ONLY

Date Received

1 Name of vendor who has a business relationship with local governmental entity.

2 ☐ **Check this box if you are filing an update to a previously filed questionnaire.** (The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date on which you became aware that the originally filed questionnaire was incomplete or inaccurate.)

3 Name of local government officer about whom the information is being disclosed.

Name of Officer

4 Describe each employment or other business relationship with the local government officer, or a family member of the officer, as described by Section 176.003(a)(2)(A). Also describe any family relationship with the local government officer. Complete subparts A and B for each employment or business relationship described. Attach additional pages to this Form CIQ as necessary.

A. Is the local government officer or a family member of the officer receiving or likely to receive taxable income, other than investment income, from the vendor?

☐ Yes

☐ No

B. Is the vendor receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer or a family member of the officer AND the taxable income is not received from the local governmental entity?

☐ Yes

☐ No

5 Describe each employment or business relationship that the vendor named in Section 1 maintains with a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership interest of one percent or more.

6 ☐ Check this box if the vendor has given the local government officer or a family member of the officer one or more gifts as described in Section 176.003(a)(2)(B), excluding gifts described in Section 176.003(a-1).

7

Signature of vendor doing business with the governmental entity

Date

CONFLICT OF INTEREST QUESTIONNAIRE

For vendor doing business with local governmental entity

A complete copy of Chapter 176 of the Local Government Code may be found at <http://www.statutes.legis.state.tx.us/Docs/LG/htm/LG.176.htm>. For easy reference, below are some of the sections cited on this form.

Local Government Code § 176.001(1-a): "Business relationship" means a connection between two or more parties based on commercial activity of one of the parties. The term does not include a connection based on:

- (A) a transaction that is subject to rate or fee regulation by a federal, state, or local governmental entity or an agency of a federal, state, or local governmental entity;
- (B) a transaction conducted at a price and subject to terms available to the public; or
- (C) a purchase or lease of goods or services from a person that is chartered by a state or federal agency and that is subject to regular examination by, and reporting to, that agency.

Local Government Code § 176.003(a)(2)(A) and (B):

(a) A local government officer shall file a conflicts disclosure statement with respect to a vendor if:

(2) the vendor:

- (A) has an employment or other business relationship with the local government officer or a family member of the officer that results in the officer or family member receiving taxable income, other than investment income, that exceeds \$2,500 during the 12-month period preceding the date that the officer becomes aware that
 - (i) a contract between the local governmental entity and vendor has been executed; or
 - (ii) the local governmental entity is considering entering into a contract with the vendor;
 - (iii) the vendor;
- (B) has given to the local government officer or a family member of the officer one or more gifts that have an aggregate value of more than \$100 in the 12-month period preceding the date the officer becomes aware that:
 - (i) a contract between the local governmental entity and vendor has been executed; or
 - (ii) the local governmental entity is considering entering into a contract with the vendor.

Local Government Code § 176.006(a) and (a-1)

(a) A vendor shall file a completed conflict of interest questionnaire if the vendor has a business relationship

with a local governmental entity and:

- (1) has an employment or other business relationship with a local government officer of that local governmental entity, or a family member of the officer, described by Section 176.003(a)(2)(A);
- (2) has given a local government officer of that local governmental entity, or a family member of the officer, one or more gifts with the aggregate value specified by Section 176.003(a)(2)(B), excluding any gift described by Section 176.003(a-1); or
- (3) has a family relationship with a local government officer of that local governmental entity.

(a-1) The completed conflict of interest questionnaire must be filed with the appropriate records administrator not later than the seventh business day after the later of:

(1) the date that the vendor:

- (A) begins discussions or negotiations to enter into a contract with the local governmental entity; or
- (B) submits to the local governmental entity an application, response to a request for proposals or bids, correspondence, or another writing related to a potential contract with the local governmental entity; or

(2) the date the vendor becomes aware:

- (A) of an employment or other business relationship with a local government officer, or a family member of the officer, described by Subsection (a);
- (B) that the vendor has given one or more gifts described by Subsection (a); or
- (C) of a family relationship with a local government officer.

Certification Regarding Lobbying

(To be submitted with each bid or offer exceeding \$100,000)

The undersigned certifies, to the best of his or her knowledge and belief, that:

(a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

(c) The undersigned shall require that the language paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31, U.S.C. § 1352 (as amended by the Lobbying Disclosure Act of 1995).

The Contractor, _____, certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 U.S.C. § 3801 et seq., apply to this certification and disclosure, if any.

Signature of Contractor's Authorized Official

Printed Name and Title of Contractor's Authorized Official

Date

INSTRUCTIONS FOR COMPLETION OF SF-LLL, DISCLOSURE OF LOBBYING ACTIVITIES

This disclosure form shall be completed by the reporting entity, whether sub-awardee or prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing, pursuant to title 31 U.S.C. section 1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered Federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered Federal action.
2. Identify the status of the covered Federal action.
3. Identify the appropriate classification of this report. If this is a follow-up report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered Federal action.
4. Enter the full name, address, city, State and zip code of the reporting entity. Include Congressional District, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be, a prime or subaward recipient. Identify the tier of the sub-awardee, e.g., the first sub-awardee of the prime is the 1st tier. Subawards include but are not limited to subcontracts, subgrants and contract awards under grants.
5. If the organization filing the report in item 4 checks "Sub-awardee," then enter the full name, address, city, State and zip code of the prime Federal recipient. Include Congressional District, if known.
6. Enter the name of the federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example, Department of Transportation, United States Coast Guard.
7. Enter the Federal program name or description for the covered Federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans, and loan commitments.
8. Enter the most appropriate Federal identifying number available for the Federal action identified in item 1 (e.g., Request for Proposal (RFP) number; Invitations for Bid (IFB) number; grant announcement number; the contract, grant, or loan award number; the application/proposal control number assigned by the Federal agency). Included prefixes, e.g., "RFP-DE-90-001."
9. For a covered Federal action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitment for the prime entity identified in item 4 or 5.
10. (a) Enter the full name, address, city, State and zip code of the lobbying registrant under the Lobbying Disclosure Act of 1995 engaged by the reporting entity identified in item 4 to influence the covered Federal action.

(b) Enter the full names of the individual(s) performing services and include full address if different from 10(a). Enter Last Name, First Name, and Middle Initial (MI).
11. The certifying official shall sign and date the form, print his/her name, title, and telephone number.

According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a valid OMB control Number. The valid OMB control number for this information collection is OMB No. 0348-0046. Public reporting burden for this collection of information is estimated to average 10 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington, DC 20503

Approved by OMB

0348-0046

Disclosure of Lobbying Activities

Complete this form to disclose lobbying activities pursuant to 31 U.S.C.
1352 (See reverse for public burden disclosure)

Type of Federal Action: a. contract b. grant c. cooperative agreement d. loan e. loan guarantee f. loan insurance	Status of Federal Action: a. bid/offer/application b. initial award c. post-award	Report Type: a. initial filing b. material change
Name and Address of Reporting Entity: Prime Subawardee Tier , if Known: Congressional District, if known:	If Reporting Entity in No. 4 is Subawardee, Enter Name and Address of Prime: Congressional District, if known:	
Federal Department/Agency:	7. Federal Program Name/Description: CFDA Number, <i>if applicable</i> :	
Federal Action Number, if known:	9. Award Amount, if known: \$	
10. a. Name and Address of Lobbying Registrant <i>(if individual, last name, first name, MI):</i>	b. Individuals Performing Services <i>(including address if different from No. 10a)</i> <i>(last name, first name, MI):</i>	
11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.	Signature: Print Name: Title: Telephone No.: Date:	
Federal Use Only	Authorized for Local Reproduction Standard Form - LLL (Rev. 7-97)	

(To be

CERTIFICATE OF INTERESTED PARTIES

FORM 1295

OFFICE USE ONLY

Complete Nos. 1 - 4 and 6 if there are interested parties.
Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

1 Name of business entity filing form, and the city, state and country of the business entity's place of business.

2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.

3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.

4 Name of Interested Party	City, State, Country (place of business)	Nature of Interest (check applicable)	
		Controlling	Intermediary

5 Check only if there is NO Interested Party.

☐

6 AFFIDAVIT

I swear, or affirm, under penalty of perjury, that the above disclosure is true and correct.

Signature of authorized agent of contracting business entity

AFFIX NOTARY STAMP / SEAL ABOVE

Sworn to and subscribed before me, by the said _____, this the _____ day
of _____, 20 _____, to certify which, witness my hand and seal of office.

Signature of officer administering oath

Printed name of officer administering oath

Title of officer administering oath

ADD ADDITIONAL PAGES AS NECESSARY

completed by awarded vendor)

Exhibit D: REQUIRED CONTRACT PROVISIONS

2 CFR 200.326 Contract provisions. The non-Federal entity's contracts must contain the applicable provisions described in Appendix II to Part 200—Contract Provisions for non-Federal Entity Contracts Under Federal Awards. The non-Federal entity's contracts must contain the applicable provisions described in Appendix II to Part 200—Contract Provisions for non-Federal Entity Contracts Under Federal Awards.

All Contracts

THRESHOLD	PROVISION	CITATION
>\$150,000 (Simplified Acquisition Threshold)	Contracts for more than the simplified acquisition threshold currently set at \$150,000, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.	2 CFR 200 APPENDIX II (A)
>\$10,000	All contracts in excess of \$10,000 must address termination for cause and for convenience by the non-Federal entity including the manner by which it will be effected and the basis for settlement.	2 CFR 200 APPENDIX II (B)
None	Rights to Inventions Made Under a Contract or Agreement. If the Federal award meets the definition of “funding agreement” under 37 CFR §401.2 (a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that “funding agreement,” the recipient or subrecipient must comply with the requirements of 37 CFR Part 401, “Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements,” and any implementing regulations issued by the awarding agency.	2 CFR 200 APPENDIX II (F)
None	Debarment and Suspension (Executive Orders 12549 and 12689)—A contract award (see 2 CFR 180.220) must not be made to parties listed on the governmentwide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), “Debarment and Suspension.” SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.	2 CFR 200 APPENDIX II (H)
None	Records of non-Federal entities. The U.S. Department of Housing and Urban Development (HUD), Inspectors General, the Comptroller General of the United States, the Texas General Land Office (GLO), and the pass-through entity, or any of their authorized representatives, must have the right of access to any documents, papers, or other records of the non-Federal entity which are pertinent to the Federal award, in order to make audits, examinations, excerpts, and transcripts. The right also includes timely and reasonable access to the non-Federal entity's personnel for the purpose of interview and discussion related to such documents.	2 CFR 200.336
None	Financial records, supporting documents, statistical records, and all other non-Federal entity records pertinent to a Federal award must be retained for a period of three years from the date of submission of the final expenditure report or, for Federal awards that are renewed quarterly or annually, from the date of the submission of the quarterly or annual financial report, respectively, as reported to the Federal awarding agency or pass-through entity in the case of a subrecipient. Federal awarding agencies and pass-through entities must not impose any other record retention requirements upon non-Federal entities. The only exceptions are the following:	2 CFR 200.333

	(a) If any litigation, claim, or audit is started before the expiration of the 3-year period, the records must be retained until all litigation, claims, or audit findings involving the records have been resolved and final action taken. (b) When the non-Federal entity is notified in writing by the Federal awarding agency, cognizant agency for audit, oversight agency for audit, cognizant agency for indirect costs, or pass-through entity to extend the retention period. (c) Records for real property and equipment acquired with Federal funds must be retained for 3 years after final disposition. (d) When records are transferred to or maintained by the Federal awarding agency or pass-through entity, the 3-year retention requirement is not applicable to the non-Federal entity. (e) Records for program income transactions after the period of performance. In some cases recipients must report program income after the period of performance. Where there is such a requirement, the retention period for the records pertaining to the earning of the program income starts from the end of the non-Federal entity's fiscal year in which the program income is earned. (f) Indirect cost rate proposals and cost allocations plans. This paragraph applies to the following types of documents and their supporting records: indirect cost rate computations or proposals, cost allocation plans, and any similar accounting computations of the rate at which a particular group of costs is chargeable (such as computer usage chargeback rates or composite fringe benefit rates). (1) If submitted for negotiation. If the proposal, plan, or other computation is required to be submitted to the Federal Government (or to the pass-through entity) to form the basis for negotiation of the rate, then the 3-year retention period for its supporting records starts from the date of such submission. (2) If not submitted for negotiation. If the proposal, plan, or other computation is not required to be submitted to the Federal Government (or to the pass-through entity) for negotiation purposes, then the 3-year retention period for the proposal, plan, or computation and its supporting records starts from the end of the fiscal year (or other accounting period) covered by the proposal, plan, or other computation.	
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None	Contracting with small and minority businesses, women's business enterprises, and labor surplus area firms. (a) The non-Federal entity must take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible. (b) Affirmative steps must include: (1) Placing qualified small and minority businesses and women's business enterprises on solicitation lists; (2) Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources; (3) Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises;	2 CFR 200.321
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	(4) Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises; (5) Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce; and (6) Requiring the prime contractor, if subcontracts are to be let, to take the affirmative steps listed in paragraphs (1) through (5) of this section.	
Option Contract Language for contracts awarded prior to Grant Award	The contract award is contingent upon the receipt of CDBG-DR funds. If no such funds are awarded, the contract shall terminate.	Optional

EO Clause for Construction Contracts > \$10K including administration & engineering contracts associated with construction contracts

THRESHOLD	PROVISION	CITATION
>\$10,000	Equal Employment Opportunity. Except as otherwise provided under 41 CFR Part 60, all contracts that meet the definition of “federally assisted construction contract” in 41 CFR Part 60–1.3 must include the equal opportunity clause provided under 41 CFR 60–1.4(b), in accordance with Executive Order 11246, “Equal Employment Opportunity” (30 FR 12319, 12935, 3 CFR Part, 1964–1965 Comp., p. 339), as amended by Executive Order 11375, “Amending Executive Order 11246 Relating to Equal Employment Opportunity,” and implementing regulations at 41 CFR part 60, “Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor.” 41 CFR 60-1.4 Equal opportunity clause. (b) Federally assisted construction contracts. (1) Except as otherwise provided, each administering agency shall require the inclusion of the following language as a condition of any grant, contract, loan, insurance, or guarantee involving federally assisted construction which is not exempt from the requirements of the equal opportunity clause: The applicant hereby agrees that it will incorporate or cause to be incorporated into any contract for construction work, or modification thereof, as defined in the regulations of the Secretary of Labor at 41 CFR Chapter 60, which is paid for in whole or in part with funds obtained from the Federal Government or borrowed on the credit of the Federal Government pursuant to a grant, contract, loan, insurance, or guarantee, or undertaken pursuant to any Federal program involving such grant, contract, loan, insurance, or guarantee, the following equal opportunity clause: During the performance of this contract, the contractor agrees as follows: (1) The contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, gender identity, or national origin. The contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, sexual orientation, gender identity, or national origin. Such action shall include, but not be limited to the following: Employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause. (2) The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, or national origin. (3) The contractor will not discharge or in any other manner discriminate against any employee or applicant for employment because such employee or applicant has inquired about, discussed, or disclosed the compensation of the employee or applicant or another employee or applicant. This provision shall not apply to instances in which an employee who has access to the compensation	41 CFR §60-1.4(b) and 2 CFR 200 APPENDIX II (C)

	information of other employees or applicants as a part of such employee's essential job functions discloses the compensation of such other employees or applicants to	
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	individuals who do not otherwise have access to such information, unless such disclosure is in response to a formal complaint or charge, in furtherance of an investigation, proceeding, hearing, or action, including an investigation conducted by the employer, or is consistent with the contractor's legal duty to furnish information. (4) The contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice to be provided advising the said labor union or workers' representatives of the contractor's commitments under this section, and shall post copies of the notice in conspicuous places available to employees and applicants for employment. (5) The contractor will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor. (6) The contractor will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the administering agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders. (7) In the event of the contractor's noncompliance with the nondiscrimination clauses of this contract or with any of the said rules, regulations, or orders, this contract may be canceled, terminated, or suspended in whole or in part and the contractor may be declared ineligible for further Government contracts or federally assisted construction contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law. (8) The contractor will include the portion of the sentence immediately preceding paragraph (1) and the provisions of paragraphs (1) through (8) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The contractor will take such action with respect to any subcontract or purchase order as the administering agency may direct as a means of enforcing such provisions, including sanctions for noncompliance: Provided, however, that in the event a contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the administering agency, the contractor may request the United States to enter into such litigation to protect the interests of the United States. The applicant further agrees that it will be bound by the above equal opportunity clause with respect to its own employment practices when it participates in federally assisted construction work: Provided, that if the applicant so participating is a State or local government, the above equal opportunity clause is not applicable to any agency, instrumentality or subdivision of such government which does not participate in work on or under the contract. The applicant agrees that it will assist and cooperate actively with the administering agency and the Secretary of Labor in obtaining the compliance of	
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	contractors and subcontractors with the equal opportunity clause and the rules,	
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	regulations, and relevant orders of the Secretary of Labor, that it will furnish the administering agency and the Secretary of Labor such information as they may require for the supervision of such compliance, and that it will otherwise assist the administering agency in the discharge of the agency's primary responsibility for securing compliance. The applicant further agrees that it will refrain from entering into any contract or contract modification subject to Executive Order 11246 of September 24, 1965, with a contractor debarred from, or who has not demonstrated eligibility for, Government contracts and federally assisted construction contracts pursuant to the Executive Order and will carry out such sanctions and penalties for violation of the equal opportunity clause as may be imposed upon contractors and subcontractors by the administering agency or the Secretary of Labor pursuant to Part II, Subpart D of the Executive Order. In addition, the applicant agrees that if it fails or refuses to comply with these undertakings, the administering agency may take any or all of the following actions: Cancel, terminate, or suspend in whole or in part this grant (contract, loan, insurance, guarantee); refrain from extending any further assistance to the applicant under the program with respect to which the failure or refund occurred until satisfactory assurance of future compliance has been received from such applicant; and refer the case to the Department of Justice for appropriate legal proceedings. (c) Subcontracts. Each nonexempt prime contractor or subcontractor shall include the equal opportunity clause in each of its nonexempt subcontracts. (d) Inclusion of the equal opportunity clause by reference. The equal opportunity clause may be included by reference in all Government contracts and subcontracts, including Government bills of lading, transportation requests, contracts for deposit of Government funds, and contracts for issuing and paying U.S. savings bonds and notes, and such other contracts and subcontracts as the Director of OFCCP may designate. (e) Incorporation by operation of the order. By operation of the order, the equal opportunity clause shall be considered to be a part of every contract and subcontract required by the order and the regulations in this part to include such a clause whether or not it is physically incorporated in such contracts and whether or not the contract between the agency and the contractor is written. (f) Adaptation of language. Such necessary changes in language may be made in the equal opportunity clause as shall be appropriate to identify properly the parties and their undertakings. [80 FR 54975, Sept. 11, 2015]	
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THRESHOLD	PROVISION	CITATION
>\$2,000	<i>Compliance with the Davis-Bacon Act (40 U.S.C. 3141 et seq.) as supplemented by Department of Labor regulations (29 CFR part 5) and with the Copeland “Anti-Kickback” Act (18 U.S.C. 874; 40 U.S.C. 3145) as supplemented in Department of Labor regulations (29 CFR part 3):</i> Davis-Bacon Act, as amended (40 U.S.C. 3141-3148). When required by Federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-Federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 CFR Part 5, “Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction”). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-Federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency. The contracts must also include a provision for compliance with the Copeland “Anti-Kickback” Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, “Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States”). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency.	2 CFR 200 APPENDIX II (D)
>\$100,000	Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708). Where applicable, all contracts awarded by the non-Federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.	2 CFR 200 APPENDIX II (E)
>\$150,000	Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended—Contracts and subgrants of amounts in excess of \$150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).	2 CFR 200 APPENDIX II (G)

>\$100,000	Byrd Anti-Lobbying Amendment (31 U.S.C. 1352)—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	2 CFR 200 APPENDIX II (I) and 24 CFR §570.303
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	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.	
>\$100,000	All Section 3 covered contracts shall include the following clause (referred to as the Section 3 clause): A. The work to be performed under this contract is subject to the requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u (Section 3). The purpose of Section 3 is to ensure that employment and other economic opportunities generated by HUD assistance or HUD-assisted projects covered by Section 3, shall, to the greatest extent feasible, be directed to low- and very low-income persons, particularly persons who are recipients of HUD assistance for housing. B. The parties to this contract agree to comply with HUD's regulations in 24 CFR part 135, which implement Section 3. As evidenced by their execution of this contract, the parties to this contract certify that they are under no contractual or other impediment that would prevent them from complying with the part 135 regulations. C. The contractor agrees to send to each labor organization or representative of workers with which the contractor has a collective bargaining agreement or other understanding, if any, a notice advising the labor organization or workers' representative of the contractor's commitments under this Section 3 clause, and will post copies of the notice in conspicuous places at the work site where both employees and applicants for training and employment positions can see the notice. The notice shall describe the Section 3 preference, shall set forth minimum number and job titles subject to hire, availability of apprenticeship and training positions, the qualifications for each; and the name and location of the person(s) taking applications for each of the positions; and the anticipated date the work shall begin. D. The contractor agrees to include this Section 3 clause in every subcontract subject to compliance with regulations in 24 CFR part 135, and agrees to take appropriate action, as provided in an applicable provision of the subcontract or in this Section 3 clause, upon a finding that the subcontractor is in violation of the regulations in 24 CFR part 135. The contractor will not subcontract with any subcontractor where the contractor has notice or knowledge that the subcontractor has been found in violation of the regulations in 24 CFR part 135. E. The contractor will certify that any vacant employment positions, including training positions, that are filled (1) after the contractor is selected but before the contract is executed, and (2) with persons other than those to whom the regulations of 24 CFR part 135 require employment opportunities to be directed, were not filled to circumvent the contractor's obligations under 24 CFR part 135. F. Noncompliance with HUD's regulations in 24 CFR part 135 may result in sanctions, termination of this contract for default, and debarment or suspension from future HUD assisted contracts. G. With respect to work performed in connection with Section 3 covered Indian housing assistance, section 7(b) of the Indian Self-Determination and	24 CFR §135.38

	Education Assistance Act (25 U.S.C. 450e) also applies to the work to be performed under this contract. Section 7(b) requires that to the greatest extent feasible (i)	
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	preference and opportunities for training and employment shall be given to Indians, and (ii) preference in the award of contracts and subcontracts shall be given to Indian organizations and Indian-owned Economic Enterprises. Parties to this contract that are subject to the provisions of Section 3 and section 7(b) agree to comply with Section 3 to the maximum extent feasible, but not in derogation of compliance with section 7(b).	
	A non-Federal entity that is a state agency or agency of a political subdivision of a state and its contractors must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines. [78 FR 78608, Dec. 26, 2013, as amended at 79 FR 75885, Dec. 19, 2014]	2 CFR 200 APPENDIX II (J)
	Mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act.	42 U.S.C. 6201