



THE COUNTY OF GALVESTON

RUFUS G. CROWDER, CPPO CPPB
PURCHASING AGENT

COUNTY COURTHOUSE
722 Moody (21st Street)
Fifth (5th) Floor, Purchasing
GALVESTON, TEXAS 77550
(409) 770-5371

ERIN S. QUIROGA, MBA, CPPB
ASST. PURCHASING AGENT

April 15, 2025

Honorable County Judge
And Commissioners' Court
County Courthouse
Galveston, Texas

RE: RFP 25-035, Highway 3 Boat Ramp and Parking Lot Reconstruction Project
Contract #206455

Gentlemen,

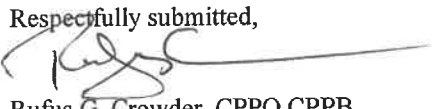
On March 27, 2025, submittals were opened for RFP 25-035, Highway 3 Boat Ramp and Parking Lot Reconstruction Project. Six (6) submittals were received from the following companies:

- | | |
|--|-----------------|
| • Brothers Group for General Contracting | Sugarland, TX |
| • Jerdon Enterprise, LP | Stafford, TX |
| • Lee Construction & Maintenance Company | |
| dba LMC Corporation | Houston, TX |
| • Teamwork Construction Services, Inc. | Houston, TX |
| • Texas Gulf Construction Co., Inc. | Galveston, TX |
| • Lucas Construction Company, Inc. | League City, TX |

After a thorough review of the submittal by the Evaluation Committee, Lucas Construction Company, Inc. was deemed to have submitted a satisfactory proposal and is recommended by the assigned Evaluation Committee for award.

Your consideration in this matter will be greatly appreciated.

Respectfully submitted,


Rufus G. Crowder, CPPO CPPB
Purchasing Agent
County of Galveston



COUNTY of GALVESTON

Department of Parks & Cultural Services

4102 Main Street (FM 519) • La Marque, Texas 77568
Phone: (409) 934-8100 • Fax: (409) 621-7986
www.galvestonparks-seniors.org

April 9th, 2025

To: Rufus Crowder, Purchasing Agent

From: Julie Walker, Director – Parks and Cultural Services

Re: RFP 25-035 Highway 3 Boat Ramp and Parking Lot Reconstruction Project

Mr. Crowder,

On March 27th, 2025, we received 6 proposals for RFP 25-035 Highway 3 Boat Ramp and Parking Lot Reconstruction Project.

Brothers Group for General Contracting
Jerdon Enterprise, LP
Lee Construction & Maintenance Company dba LMC Corporation
Treamwork Construction Services, Inc
Texas Gulf Construction Co., Inc.
Lucas Construction Company, Inc.

After reviewing all the proposals that were received, the committee would like to award the project to Lucas Construction Company, Inc. Please put on the April 28th, 2025 Court Agenda.

If you have any questions, please let me know.

Thank you,

A handwritten signature in cursive script, reading "Julie Walker", is positioned below the "Thank you," text.

Julie Walker
Director
Galveston County Parks & Cultural Services
409-934-8114
Julie.Walker@galvestoncountytexas.gov

Galveston County - Purchasing Department Proposal Tabulation Worksheet

Highway 3 Boat Ramp and Parking Lot Reconstruction - RFP #25-035, Opened Thursday, March 27, 2025; 2:00 P.M.

Parks and Cultural Services Department

Grading:										100.00%
										Total Score
Proposal Bond (if required)	Insurance	Addenda (if any)	Ranking	25%	30%	30%	Methodology and Safety Plan:	References:	15%	
				Cost: The Proposer shall provide pricing information relative to providing the proposed services as outlined herein.	Experience and Past Performance:					
Lowest Proposal Cost \$ 525,082.00										
Proposer										
Brothers Group for General Contracting	✓									30.05%
Jerdon Enterprise, LP	✓									26.16%
Lee Construction & Maintenance Company dba LMC Corporation	✓									87.58%
Teamwork Construction Services, Inc.	✓									76.50%
Texas Gulf Construction Co., Inc.	✓									88.79%
Lucas Construction Company, Inc.	✓									90.00%

Evaluator Name (printed): Michael Shannon

Evaluator Signature: 

Date: 4/8/25

Galveston County - Purchasing Department Proposal Tabulation Worksheet

Highway 3 Boat Ramp and Parking Lot Reconstruction - RFP #25-035, Opened Thursday, March 27, 2025; 2:00 P.M.

Parks and Cultural Services Department

Grading:		25%	30%	30%	15%	100.00%
	Proposer	Lowest Proposal Cost \$ 525,082.00				
	Brothers Group for General Contracting	Cost Grading Score Cost Grading Score Cost Grading Score Cost Grading Score Cost Grading Score Cost Grading Score Cost Grading Score Cost Grading Score	\$ 872,195.02 0.60 15.05% \$ 1,176,775.00 0.45 11.16% \$ 746,248.00 0.70 17.59% \$ 1,140,397.00 0.46 11.50% \$ 962,136.20 0.55 13.79% \$ 525,082.00 1.00 25.00%	12.00 12.00% 16.00 16.00% 21.00 21.00% 25.00 25.00% 30.00 30.00% 28.00 28.00% 26.00 26.00%	0.00 0.00% 0.00 0.00% 0.87 13.00% 0.87 14.00% 0.00 0.00% 0.83 15.00% 0.83 15.00% 0.70 14.00%	8.00 8.00% 13.00 13.00% 14.00 14.00% 15.00 15.00% 14.00 14.00%
	Jerdon Enterprise, LP	Cost Grading Score Cost Grading Score Cost Grading Score Cost Grading Score Cost Grading Score	0.53 13.00% 0.00 0.00% 0.00 0.00% 0.00 0.00% 0.00 0.00%	0.00 0.00% 0.00 0.00% 0.00 0.00% 0.00 0.00% 0.00 0.00%	0.00 0.00% 0.00 0.00% 0.00 0.00% 0.00 0.00% 0.00 0.00%	0.00 0.00% 0.00 0.00% 0.00 0.00% 0.00 0.00% 0.00 0.00%
	Lee Construction & Maintenance Company dba LMC Corporation	Cost Grading Score Cost Grading Score Cost Grading Score Cost Grading Score Cost Grading Score	0.60 15.05% 0.45 11.16% 0.70 17.59% 0.46 11.50% 0.55 13.79% 1.00 25.00%	12.00 12.00% 16.00 16.00% 21.00 21.00% 25.00 25.00% 30.00 30.00% 28.00 28.00%	0.00 0.00% 0.00 0.00% 0.87 13.00% 0.87 14.00% 0.00 0.00% 0.83 15.00% 0.83 15.00% 0.70 14.00%	8.00 8.00% 13.00 13.00% 14.00 14.00% 15.00 15.00% 14.00 14.00%
	Teamwork Construction Services, Inc.	Cost Grading Score Cost Grading Score Cost Grading Score Cost Grading Score Cost Grading Score	0.60 15.05% 0.45 11.16% 0.70 17.59% 0.46 11.50% 0.55 13.79% 1.00 25.00%	12.00 12.00% 16.00 16.00% 21.00 21.00% 25.00 25.00% 30.00 30.00% 28.00 28.00%	0.00 0.00% 0.00 0.00% 0.87 13.00% 0.87 14.00% 0.00 0.00% 0.83 15.00% 0.83 15.00% 0.70 14.00%	8.00 8.00% 13.00 13.00% 14.00 14.00% 15.00 15.00% 14.00 14.00%
	Texas Gulf Construction Co., Inc.	Cost Grading Score Cost Grading Score Cost Grading Score Cost Grading Score Cost Grading Score	0.60 15.05% 0.45 11.16% 0.70 17.59% 0.46 11.50% 0.55 13.79% 1.00 25.00%	12.00 12.00% 16.00 16.00% 21.00 21.00% 25.00 25.00% 30.00 30.00% 28.00 28.00%	0.00 0.00% 0.00 0.00% 0.87 13.00% 0.87 14.00% 0.00 0.00% 0.83 15.00% 0.83 15.00% 0.70 14.00%	8.00 8.00% 13.00 13.00% 14.00 14.00% 15.00 15.00% 14.00 14.00%
	Lucas Construction Company, Inc.	Cost Grading Score Cost Grading Score Cost Grading Score Cost Grading Score Cost Grading Score	0.60 15.05% 0.45 11.16% 0.70 17.59% 0.46 11.50% 0.55 13.79% 1.00 25.00%	12.00 12.00% 16.00 16.00% 21.00 21.00% 25.00 25.00% 30.00 30.00% 28.00 28.00%	0.00 0.00% 0.00 0.00% 0.87 13.00% 0.87 14.00% 0.00 0.00% 0.83 15.00% 0.83 15.00% 0.70 14.00%	8.00 8.00% 13.00 13.00% 14.00 14.00% 15.00 15.00% 14.00 14.00%
	Total Score					

Evaluator Name (printed): Doug Dusini Evaluator Signature: *Doug S. Dusini* Date: 4/8/25

Galveston County - Purchasing Department Proposal Tabulation Worksheet

Highway 3 Boat Ramp and Parking Lot Reconstruction - RFP #25-035, Opened Thursday, March 27, 2025; 2:00 P.M.

Parks and Cultural Services Department

Grading:		25%	30%	30%	15%	100.00%
	Proposer	Cost: The Proposer shall provide pricing information relative to providing the proposed services as outlined herein.	Experience and Past Performance:	Methodology and Safety Plan:	References:	Total Score
	Ranking	Addenda (if any)	Insurance	Proposal Info	Proposal Bond (if required)	
Lowest Proposal Cost \$ 525,082.00						
Brothers Group for General Contracting	✓	Cost \$ 872,195.00 Grading Score 0.60 Score 15.00%	10.00 0.33 10.00%	10.00 0.33 10.00%	10.00 0.67 10.00%	45.05%
Jerdon Enterprise, LP	✓	Cost \$ 1,176,775.00 Grading Score 0.45 Score 11.16%	10.00 0.33 10.00%	10.00 0.17 5.00%	10.00 0.67 10.00%	36.16%
Lee Construction & Maintenance Company dba LMC Corporation	✓	Cost \$ 748,248.00 Grading Score 0.70 Score 17.59%	20.00 0.67 20.00%	25.00 0.83 25.00%	15.00 1.00 15.00%	77.59%
Teamwork Construction Services, Inc.	✓	Cost \$ 1,140,967.00 Grading Score 0.46 Score 11.50%	20.00 0.67 20.00%	15.00 0.50 15.00%	15.00 1.00 15.00%	61.50%
Texas Gulf Construction Co., Inc.	✓	Cost \$ 952,199.20 Grading Score 0.55 Score 13.79%	28.00 0.83 28.00%	25.00 0.83 25.00%	15.00 1.00 15.00%	81.79%
Lucas Construction Company, Inc.	✓	Cost \$ 935,082.00 Grading Score 1.00 Score 25.00%	25.00 0.83 25.00%	25.00 0.83 25.00%	15.00 1.00 15.00%	85.00%

Evaluator Name (printed): Julie Walker Evaluator Signature: *Julie Walker* Date: 4/9/25

Evaluator Name (printed): Jimmy Gibson Evaluator Signature: 	Date: 4-8-2
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Evaluator Name (printed): ELIZABETH THOMAS
Evaluator Signature: Elizabeth Thomas
Date: 4/8/25

Galveston County - Purchasing Department Proposal Tabulation Worksheet

Highway 3 Boat Ramp and Parking Lot Reconstruction - RFP #25-035, Opened Thursday, March 27, 2025; 2:00 P.M.

Parks and Cultural Services Department

Grading:		25%	30%	30%	15%	100.00%
		Cost: The Proposer shall provide pricing information relative to providing the proposed services as outlined herein.	Experience and Past Performance:	Methodology and Safety Plan:	References:	Total Score
Proposer	Ranking	Proposed Bond (if required)	Insurance	Addenda (if any)		
Lowest Proposal Cost \$ 525,082.00						
Brothers Group for General Contracting	✓	Cost Grading Score \$ 872,195.00 0.60 15.05%	5.00 0.17 5.00%	5.00 0.17 5.00%	10.00 0.67 10.00%	35.05%
Jardon Enterprise, LP	✓	Cost Grading Score \$ 1,176,715.00 0.45 11.16%	5.00 0.17 5.00%	5.00 0.17 5.00%	10.00 0.87 10.00%	31.16%
Lee Construction & Maintenance Company dba LMC Corporation	✓	Cost Grading Score \$ 746,248.00 0.70 17.59%	15.00 0.50 15.00%	10.00 0.33 10.00%	12.00 0.80 12.00%	54.59%
Teamwork Construction Services, Inc.	✓	Cost Grading Score \$ 1,140,987.00 0.46 11.50%	15.00 0.50 15.00%	5.00 0.17 5.00%	11.00 0.78 11.00%	42.50%
Texas Gulf Construction Co., Inc.	✓	Cost Grading Score \$ 952,136.20 0.55 13.79%	28.00 0.93 28.00%	27.00 0.90 27.00%	14.00 0.93 14.00%	82.79%
Lucas Construction Company, Inc.	✓	Cost Grading Score \$ 525,082.00 1.00 25.00%	22.00 0.73 22.00%	20.00 0.67 20.00%	13.00 0.87 13.00%	80.00%

Evaluator Name (printed):	Lee Crowder	Evaluator Signature:	Date:
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Galveston County - Purchasing Department Proposal Tabulation Worksheet

Highway 3 Boat Ramp and Parking Lot Reconstruction - RFP #25-035, Opened Thursday, March 27, 2025; 2:00 P.M.

Parks and Cultural Services Department

Grading:										100.00%
										Total Score
Proposer	Proposal Bond (if required)	Insurance	Addenda (if any)	Ranking	25%	30%	30%	15%		
					Cost: The Proposer shall provide pricing information relative to providing the proposed services as outlined herein.	Experience and Past Performance:	Methodology and Safety Plan:	References:		
Lowest Proposal Cost \$ 525,062.00										
Brothers Group for General Contracting	X	✓	X	5	Cost \$ 612,195.00 Grading Score 0.60 15.00%	0.00 0.00%	0.00 0.00%	1.00 15.00%		30.05%
Jerdon Enterprise, LP		✓	X	6	Cost \$ 1,176,775.00 Grading Score 0.45 11.16%	0.00 0.00%	0.00 0.00%	1.00 15.00%		26.16%
Lee Construction & Maintenance Company dba LMC Corporation	X	✓	X	2	Cost \$ 746,248.00 Grading Score 0.70 17.69%	30.00 30.00%	30.00 30.00%	15.00 15.00%		92.69%
Teamwork Construction Services, Inc.	X	✓	X	4	Cost \$ 1,140,097.00 Grading Score 0.46 11.50%	30.00 30.00%	15.00 15.00%	15.00 15.00%		71.50%
Texas Gulf Construction Co., Inc.	X	✓	X	3	Cost \$ 962,136.20 Grading Score 0.55 13.78%	30.00 30.00%	30.00 30.00%	1.00 15.00%		88.78%
Lucas Construction Company, Inc.	X	✓	X	1	Cost \$ 525,062.00 Grading Score 1.00 25.00%	30.00 30.00%	30.00 30.00%	1.00 15.00%		100.00%

Evaluator Name (printed): Christie Motogbe Evaluator Signature: Motogbe, Christie J. Date: 4/8/25

Digitally signed by Motogbe, Christie J.
Date: 2025.04.08 09:04:31 -0500

SPECIAL PROVISIONS

**REQUEST FOR PROPOSAL
HIGHWAY 3 BOAT RAMP AND PARKING LOT RECONSTRUCTION PROJECT
GALVESTON COUNTY, TEXAS**

TABLE OF CONTENTS

A.	PURPOSE	2
B.	EXCEPTIONS	2
C.	INTENT STATEMENT	2
D.	PROCUREMENT TIMELINE	2
E.	NON-MANDATORY PRE-PROPOSAL CONFERENCE & ON-SITE VISIT	3
F.	SUBMISSION INSTRUCTIONS:	3
E.	PROPOSAL SURETY	4
F.	PERFORMANCE AND PAYMENT BONDS	4
G.	BEST AND FINAL OFFERS (BAFO)	4
H.	DAVIS-BACON WAGE RATES	4
I.	PERSONNEL TO CONTACT	5
J.	PROGRAM ADMINISTRATION & CONTRACT MANAGEMENT	6
K.	REQUIREMENTS OF REQUEST FOR PROPOSAL	6
L.	INSURANCE	6
M.	COST	7
N.	INVOICES:	7
O.	EVALUATION AND SELECTION PROCESS	8
P.	REQUIRED DOCUMENTS CHECKLIST	9

SPECIAL PROVISIONS

REQUEST FOR PROPOSAL HIGHWAY 3 BOAT RAMP AND PARKING LOT RECONSTRUCTION PROJECT GALVESTON COUNTY, TEXAS

The General Provisions and the Special Provisions of this Request for Proposal and the Exhibits attached hereto are made a part of this agreement between the Parties. In the event of a conflict between the General Provisions and the Special Provisions, the terms of the Special Provisions shall control.

****The Galveston County Purchasing Department utilizes Bonfire Interactive to distribute and receive bids and proposals in an electronic format via an online portal. Potential Bidders must register through the online portal to participate electronically.

“Walk-in” or “mailed-in” proposal submittals are still allowed, however, Bidders are strongly encouraged to submit their proposals online via Galveston County’s e-Procurement Portal located at <https://galvestoncountytexas.bonfirehub.com/>. Please see Item F, SUBMISSION INSTRUCTIONS, for further details.

A. PURPOSE

Galveston County is seeking bids from construction companies for the Highway 3 Boat Ramp and Parking Lot Reconstruction project. This is a grant-funded project on Dickinson Bayou within the city limits of Dickinson, Texas.

Construction activities include demolition of current parking lot and concrete boat ramp; removal of two overhead lighting and service poles. Construction includes concrete parking lot, curbs and sidewalk; concrete boat ramp; underground power line and installation of service poles and light fixtures; and minor repairs to timber bulkhead.

Galveston County has contracted with an engineering firm to complete engineer-design work that is available within this RFP. A Pre-Proposal Conference will be held at the boat ramp location to aid in providing clarity for the project. The assigned engineer and County staff will be available for questions and discussion.

B. EXCEPTIONS

Any exceptions to these solicitation conditions should be listed on a separate sheet of paper, attached to respondent’s submittal, and submitted with response at the specified date and time of the solicitation opening.

C. INTENT STATEMENT

Galveston County intends to contract with one company to handle all aspects of the construction project, including, boat ramp reconstruction in Dickinson Bayou, parking lot reconstruction, electrical and greenspace amenities.

D. PROCUREMENT TIMELINE

A timeline for this solicitation and initial process is included below. Galveston County reserves the right to change these dates and will notify Respondents of any changes:

Advertise Solicitation (first date of publication)	Wednesday, February 12, 2025
Advertise Solicitation (second date of publication)	Wednesday, February 19, 2025
Non-Mandatory Pre-Proposal Conference & On-Site Visit	Wednesday, February 26, 2025 at 10 AM CST
Deadline for Questions & Inquiries	Thursday, March 06, 2025, by 5:00 PM CST
Submission Deadline / RFP Opening	Thursday, March 20, 2025, at 2:00 PM CST

Interested parties may attend the Thursday, March 20, 2025, 2:00 PM CST bid opening virtually by using the following link:

<https://galvestoncountytexas.webex.com/galvestoncountytexas/j.php?MTID=m7b8408eda477df4ca563e7395752225d>

SPECIAL PROVISIONS

REQUEST FOR PROPOSAL HIGHWAY 3 BOAT RAMP AND PARKING LOT RECONSTRUCTION PROJECT GALVESTON COUNTY, TEXAS

Join by meeting number

Meeting number (access code): 2480 374 6265

Meeting password: 25-035 (250035 when dialing from a video system)

Tap to join from a mobile device (attendees only)

+1-415-655-0001,,24803746265## US Toll

Join by phone

+1-415-655-0001 US Toll

Global call-in numbers

Join from a video system or application

Dial 24803746265@galvestoncountytexas.webex.com

You can also dial 173.243.2.68 and enter your meeting number.

E. NON-MANDATORY PRE-PROPOSAL CONFERENCE & ON-SITE VISIT

Interested parties may attend the Wednesday, February 26, 2025, 10 AM CST Non-Mandatory Pre-Proposal conference and On-Site Visit in person. This will be located at:

Highway 3 Boat Ramp

2907 48th Street

Dickinson, TX 77539

F. SUBMISSION INSTRUCTIONS:

Galveston County Purchasing Department utilizes Bonfire Interactive to distribute and receive bids and proposals in an electronic format via an online portal. **Only one (1) submittal is required in Bonfire.** Potential Bidders must register through the online portal to participate electronically. "Walk-in" or "mailed-in" proposal submittals are still allowed, however, **Bidders are strongly encouraged to submit their proposals online via Galveston County's e-Procurement Portal located at <https://galvestoncountytexas.bonfirehub.com/>**

Registration is currently open and free to the public. Once registered, suppliers will receive automatic email notifications of project opportunities based on the NIGP commodity codes selected by the vendor. Potential Bidders should visit the link below and click on the New Vendor Registration tab to register your business:
<https://vendorsupport.gobonfire.com/hc/en-us/articles/15646869029783-Vendor-Registration>

There is no cost to register as a vendor.

INSTRUCTIONS FOR "WALK-IN" SUBMITTALS ONLY

One (1) unbound original proposal and two (2) proposal copies must be submitted no later than **2:00 PM CST**, on **Thursday, March 20, 2025:**

**Rufus G. Crowder, CPPO CPPB
Purchasing Agent
County of Galveston
722 Moody Avenue (21st Street), Fifth (5th) Floor
Galveston, TX 77550**

SPECIAL PROVISIONS

REQUEST FOR PROPOSAL HIGHWAY 3 BOAT RAMP AND PARKING LOT RECONSTRUCTION PROJECT GALVESTON COUNTY, TEXAS

The time stamp clock located in the Purchasing Agent's office shall serve as the official time keeping piece for this solicitation process. Any proposals received after **2:00 PM CST** on the specified date will be returned unopened.

Proposal Specifications can be obtained at the office of the Galveston County Purchasing Agent, located in the Galveston County Courthouse, 722 Moody, (21st Street), Floor 5, Purchasing, Galveston, Texas 77550, or by visiting the Galveston County website @

<https://www.galvestoncountvtx.gov/county-offices/purchasing>

Rufus G. Crowder, CPPO CPPB
Purchasing Agent
County of Galveston
722 Moody Avenue (21st Street), Fifth (5th) Floor
Galveston, TX 77550

The timestamp clock located in the Purchasing Agent's office shall serve as the official time-keeping piece for this solicitation process. Any proposals received after **2:00 PM CST** on the specified date will be returned unopened.

Proposal Specifications can be obtained at the office of the Galveston County Purchasing Agent, located in the Galveston County Courthouse, 722 Moody, (21st Street), Floor 5, Purchasing, Galveston, Texas 77550, or by visiting the Galveston County website @ <http://www.galvestoncountvtx.gov/county-offices/purchasing>

E. PROPOSAL SURETY

A 5% surety/bid bond is a requirement of this solicitation.

F. PERFORMANCE AND PAYMENT BONDS

Performance and Payment Bonds are requirements of this solicitation.

G. BEST AND FINAL OFFERS (BAFO)

The Best and Final Offer process is applicable to this solicitation.

H. DAVIS-BACON WAGE RATES

Davis-Bacon Wage Rates are requirements for this bid.

Attention is called to the fact that not less than, the federally determined prevailing (Davis-Bacon and Related Acts) wage rates are required to be paid to laborers and mechanics. When required by Federal program legislation, all prime construction contracts in excess of \$2,000 must include a provision for compliance with the Davis-Bacon Act as supplemented by the Department of Labor regulations (29 C.F.R. Part 5, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction"). In accordance with the statute, contractor 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. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. In addition, contractors must be required to pay wages not less than once a week. In addition, the successful bidder must ensure that employees and applicants for employment are not discriminated against because of race, color, religion, sex, age, or national origin. Please reference the General Provisions, item 69, Procurement Laws, sub-item 3, **Davis-Bacon Act as amended (40 U.S.C. 3141-3148)**.

SPECIAL PROVISIONS

REQUEST FOR PROPOSAL HIGHWAY 3 BOAT RAMP AND PARKING LOT RECONSTRUCTION PROJECT GALVESTON COUNTY, TEXAS

I. PERSONNEL TO CONTACT

Respondents desiring an explanation or interpretation relative to this solicitation must request it in writing. Oral explanations or instructions will not be binding. Any information given to a Respondent, which in the opinion of the County affects all Respondents or would be prejudicial to other Respondents if not communicated, shall be furnished to all Respondents as an addendum to the solicitation. Respondents **must** direct all inquiries to the following:

Rufus G. Crowder, CPPO CPPB
Purchasing Agent
722 21st Street (Moody)
Galveston, Texas 77550
e-mail: purchasing.bids@co.galveston.tx.us

Respondents must e-mail their requests (with the subject line “**Highway 3 Boat Ramp and Parking Lot Reconstruction Project – RFP 25-035, Questions**”) for additional information and/or clarification to the address listed above. The request must include the Responder’s name and the solicitation number and title.

Any request for additional information or clarification must be received in writing no later than ten (10) calendar days prior to the solicitation due date. Late requests or those not delivered to the proper address may not receive a reply. Respondents shall not attempt to contact the County by any other means. The Purchasing Agent shall post the answers on the County website from the procurement web page and via addendum.

The County will issue responses to inquiries and any other corrections or amendments, it deems necessary, in the form of a written addendum, issued prior to the solicitation Submission Deadline / Solicitation Opening date. The County, at its sole discretion, may not issue a response to an RFI submittal. Respondents should not rely on any oral or written representations, statements, or explanations, other than those made in this solicitation or in any written addendum to this solicitation. Where there appears to be conflict between the solicitation and any issued addenda, the last addendum issued will prevail.

Addenda will be posted and made available on the County’s procurement web page. **It is the Responder’s sole responsibility to ensure receipt of all addenda prior to submitting its response.** All Respondents should check the County’s procurement web page for all addenda prior to submitting a response. The County’s procurement web page is located at <http://www.galvestoncountytexas.gov/county-offices/purchasing>

The Respondent must acknowledge the receipt of all addenda on the forms provided. In the event a Responder fails to acknowledge receipt of such addenda, the County may, at its sole discretion, determine that such failure to acknowledge any or all addenda does not materially affect the solicitation and waive the acknowledgment of one or more addenda.

Respondents who submit inquiries *after* the deadline date for receipt of questions indicated on the Procurement Timeline, risk that its response in the procurement will not be responsive or competitive because the County is not able to respond before the solicitation receipt date or in sufficient time for the Responder to prepare a responsive or competitive submittal.

All questions and responses as posted on the County website pertaining to this solicitation are considered an addendum to, and part of, this solicitation. Each Responder shall be responsible to monitor the County website for new or revised solicitation information. The County shall not be bound by any verbal information, nor shall it be bound by any written information that is not either contained within the solicitation or formally issued as an addendum by the Purchasing Agent.

SPECIAL PROVISIONS
REQUEST FOR PROPOSAL
HIGHWAY 3 BOAT RAMP AND PARKING LOT RECONSTRUCTION PROJECT
GALVESTON COUNTY, TEXAS

J. PROGRAM ADMINISTRATION & CONTRACT MANAGEMENT

The Program Administrator/Contract Manager that will manage the work to be performed under the resultant contract for the purpose of this solicitation is:

Julie Walker
Director of Parks & Cultural Services
4102 Main St.
La Marque, TX 77568

The Galveston County Commissioners' Court, and/or authorized designees will be responsible for negotiating with the successful Vendor the scope of work, the standards of performance, the specific technology provided, and the support services required for the proposed projects. All contractual amendments will be processed in accordance with Galveston County Purchasing Policies. Amendments will also be brought to Galveston County Commissioners Court for approval as deemed necessary. The approval process serves to ensure the project technology and/or service is within the scope of the resultant contract, that pricing meets the agreed-upon pricing methodology as specified in the contract, and that funds are available.

K. REQUIREMENTS OF REQUEST FOR PROPOSAL

Respondent shall provide one (1) single-sided original and two (2) single-sided hard copies of its response to the Purchasing Agent on or before the submission deadline specified herein. Font size is limited to no smaller than font size 11, except that organizational charts, other graphics, and footers may be as small as font size 9.

Respondents shall clearly indicate which project or projects are being submitted for consideration in their cover letter.

L. INSURANCE

Responder must submit, with its response, a current certificate of insurance evidencing coverage in the amounts specified below or greater. In lieu of submitting a certificate of insurance, Respondents may submit a notarized statement from an insurance company authorized to conduct business in the State of Texas guaranteeing that Respondent has such insurance. Provided however, that successful Respondent(s) shall be required to provide a current certificate of insurance to the Galveston County Purchasing Agent's Office before Respondent commences any work hereunder. **Insurance shall be placed with insurers having an A.M. Best's rating of no less than A.** Such insurance must be issued by a casualty company authorized to do business in the State of Texas, and in standard form approved by the Board of Insurance Commissioners of the State of Texas, with coverage provisions ensuring the public from loss or damage that may arise to any person or property by reason of services rendered by Contractor.

Galveston County shall be listed as an additional insured on each policy and all certificates of insurance and Contractor shall provide Galveston County with no less than thirty (30) calendar days prior notice of any changes to the policy during the contractual period.

Certificates of Insurance, fully executed by a licensed representative of the insurance company written or countersigned by an authorized Texas state agency, shall be filed with the County Purchasing Agent within ten (10) calendar days of the execution of this Agreement as written proof of such insurance and further provided that Contractor shall not commence work under this Agreement until Contractor has obtained all insurance required herein, provided written proof as required herein, and received written notice to proceed issued from the County Purchasing Agent. **Failure to provide such evidence of insurance within the ten (10) calendar day period shall constitute an event of default.**

SPECIAL PROVISIONS

REQUEST FOR PROPOSAL HIGHWAY 3 BOAT RAMP AND PARKING LOT RECONSTRUCTION PROJECT GALVESTON COUNTY, TEXAS

Workers' Compensation Insurance. Respondent shall carry in full force Workers' Compensation Insurance Policy(ies), if there is more than one employee, for all its employees, including but not limited to full time, part time, and emergency employees employed by the Contractor.

Commercial General Liability. Respondent shall carry in full force commercial general liability insurance with a limit of not less than \$1,000,000 each occurrence and \$2,000,000 in the aggregate. The Policy shall, minimally, cover liability for bodily injury, personal injury, and property damage.

Business Automobile Liability. Respondent shall carry in full force business automobile liability coverage with a combined bodily injury/property damage limit of not less than \$1,000,000 each accident. The policy shall cover liability arising from the operation of licensed vehicles by policyholder.

Subrogation Waiver. Contractor and Contractor's insurance carrier shall waive any and all rights to subrogation against Galveston County in regard to any suit or claim arising out of personal injury or property damage resulting from Contractor's performance under this Agreement.

M. COST

Any unit prices submitted by the proposer shall include all costs to the County, including the material, delivery, current freight rate, state tax, or any other cost.

N. INVOICES:

Invoices must be itemized indicating all materials and supplies used. Invoices must be submitted to:

**Galveston County Auditor's Office
Attn: Accounts Payable
P.O. Box 1418
Galveston, Texas 77553**

Failure to submit invoices to the above address or failure to include the Purchase Order Number will result in delay in payment.

Contractor must accept purchase order numbers for specified supplies, equipment, and/or services. Contractor shall not perform any work or release any supplies and/or equipment to any authorized representative of the County of Galveston unless a valid purchase order number issued by the office of the Galveston County Purchasing Agent accompanies the order or if vendor can comply with the provision as stated in the General Provisions, page 3, item 11, Procurement Card Program.

Payment for any items issued without prior receipt of a valid purchase order number may become the sole responsibility of the successful contractor.

SPECIAL PROVISIONS

REQUEST FOR PROPOSAL HIGHWAY 3 BOAT RAMP AND PARKING LOT RECONSTRUCTION PROJECT GALVESTON COUNTY, TEXAS

O. EVALUATION AND SELECTION PROCESS

The award(s) will be made to the responsible proposer(s) whose proposal is determined to be the best-evaluated offer demonstrating the best ability to fulfill the requirements set forth in this Request for Proposal. In awarding the contract, the Evaluation Committee may take into consideration the proposer's skill, capacity, experience, support capabilities, previous work record, costs, the necessity of prompt and efficient completion of work described in the proposal documents, or other factors considered relevant.

The requested services will be awarded primarily based on the evaluation criteria listed below as well as complying with the provisions as stated in the General Provisions, Item 18, Award of Proposals – Evaluation Criteria and Factors.

The County will evaluate qualifications according to factors which include, but may not be limited to the following:

- | | |
|---|------------------|
| • Tab #1: Cost | 25 points |
| • Tab #2: Experience, Past Performance | 30 points |
| • Tab #3: Methodology and Safety Plan | 30 Points |
| • Tab #4 References | 15 Points |

The remainder of this page intentionally left blank

SPECIAL PROVISIONS

REQUEST FOR PROPOSAL HIGHWAY 3 BOAT RAMP AND PARKING LOT RECONSTRUCTION PROJECT GALVESTON COUNTY, TEXAS

P. REQUIRED DOCUMENTS CHECKLIST

By signing here, the firm does hereby attest that it has fully read the instructions, conditions, and general and special provisions and understands them. **Proposer shall return this checklist with completed submittal.**

THE COMPANY OF: _____

ADDRESS: _____

FEIN (TAX ID): _____

The following documents shall be returned or confirmed with an "X" with solicitation submittals. Failure to do so may be ample cause for rejection of qualification submittal as non-responsive. It is the responsibility of the Proposer to ensure that Respondent has received all addenda.

Items:

Confirmed (X):

- | | #1 | #2 | #3 | #4 |
|---|-------|-------|-------|-------|
| 1. Required Documents Checklist (this page) | _____ | _____ | _____ | _____ |
| 2. Addenda Acknowledgement (if any) | _____ | _____ | _____ | _____ |
| 3. One (1) original, two (2) copies of submittal, | _____ | _____ | _____ | _____ |
| 4. ATTACHMENT A - Vendor Qualification Packet | _____ | _____ | _____ | _____ |
| 5. ATTACHMENT B - Certification Reg. Debarment, Suspension, and Other Ineligibility | _____ | _____ | _____ | _____ |
| 6. ATTACHMENT C - Certification Regarding Lobbying Form | _____ | _____ | _____ | _____ |
| 7. ATTACHMENT D - Non-Collusion Affidavit | _____ | _____ | _____ | _____ |
| 8. ATTACHMENT E - Prohibition on Contracts with Companies Boycotting Israel | _____ | _____ | _____ | _____ |
| 9. ATTACHMENT F - Prohibition on Contracts with Certain Companies | _____ | _____ | _____ | _____ |
| 8. ATTACHMENT G - Information for Notice | _____ | _____ | _____ | _____ |
| 10. ATTACHMENT H - References | _____ | _____ | _____ | _____ |
| 11. Bid Proposal Sheet | _____ | _____ | _____ | _____ |
| 12. Contract | _____ | _____ | _____ | _____ |

Person to contact regarding this qualification: _____

Title: _____ Phone: _____ Fax: _____

E-mail address: _____

Name of person authorized to bind the Firm: _____

Signature: _____ Date: _____

Title: _____ Phone: _____ Fax: _____

E-mail address: _____