



Jasper County  
121 N. Austin, Room 106  
Jasper, Texas 75951  
(409) 384-2612 (409) 384-7346 Fax

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Notice to Interested Parties

Sealed Request for Qualifications will be received at the County Judge's Office, 121 N. Austin St., Room 106, Jasper, TX 75951 before 2:00 p.m., Friday, May 30, 2014. Responses will be opened in the County Commissioners' Courtroom at 2:30 p.m. for Engineering Service for the TxDOT County Transportation Infrastructure Fund Grant.

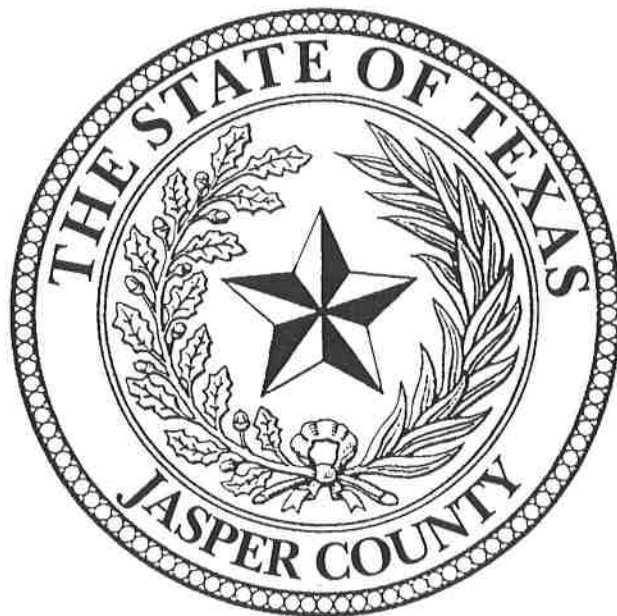
**Qualifications must be in a sealed envelope and marked:  
Qualifications to be opened May 30, 2014  
Engineering Service for the TxDOT County Transportation Infrastructure Fund  
Grant**

Any changes in the specifications will be posted on the County website as an addendum. It shall be the proposer's responsibility to check the website prior to the bid opening date to verify whether any addendums have been posted.

Website: [www.co.jasper.tx.us](http://www.co.jasper.tx.us); Bids & Proposals.

COMMISSIONER'S COURT RESERVES THE RIGHT TO REJECT ANY AND ALL RESPONSES AND WAIVE TECHNICALITIES. Only responses that conform to specifications will be considered. Faxed responses will not be accepted.

Engineering Services  
for the  
TxDOT County Transportation  
Infrastructure Fund Grant



Opening Date  
Friday, May 30, 2014  
2:30 p.m.

**REQUEST FOR STATEMENT OF QUALIFICATIONS  
ENGINEERING SERVICES  
TxDOT COUNTY TRANSPORTATION INFRASTRUCTURE FUND  
GRANT**

Jasper County is seeking to enter into a professional services contract with state-registered engineer. The following outlines this request for SOQ's.

- I. Scope of Work – The engineering contract will encompass all project-related engineering services to the County of Jasper, including but not limited to the following areas:
  - a. Preliminary and final design plans and specifications
  - b. Preliminary Engineering Report
  - c. Design Survey
  - d. Final Plans and Specifications
  - e. Submittal of required information to Regulatory State Agency,(Texas Department of Transportation)
  - f. Coordinate bid opening with Commissioner's Court
  - g. Bidding Process
  - h. Award Process
  - i. Preconstruction Conference
  - j. Interim and Final Inspections
  - k. Final Acceptance of project and Final Construction Completion Reports

Please specify actual tasks to be performed under each of these categories. A copy of the project description for this project is attached.

- II. Statement of Qualifications – The County is seeking to contract with a competent engineering firm, registered to practice in the State of Texas that has had experience in the following areas:
  - a. Federally-funded construction projects
  - b. Projects located in this general region of the State

As such, please provide within your SOQ a list of past client local governments, as well as resumes of all engineers who will or may be assigned to this project if you receive the engineering services contract award.

- III. Evaluation Criteria – The SOQ received will be evaluated and ranked according to the following criteria:

<u>Criteria</u>	<u>Maximum Points</u>
Experience	55
Work Performance	30
Capacity to Perform	15
Total	100

The Commissioner’s Court, or appointed Committee, shall evaluate each SOQ received. If the County desires, the firms will be notified to make a presentation before the selection process is completed.

- IV. Cost of Services – Do not include cost of service in the SOQ. If your Engineering firm is selected by the County a cost letter will be required in order to enter into a negotiated contract along with a cost breakdown using the attached form.
- V. Deadline for Submission – SOQ’s submitted by the Deadline of Friday, May 30, 2014 at 2:00 p.m.
- VI. Address Proposal To:

The Honorable Mark Allen  
County Judge  
COUNTY OF JASPER  
121 N. Austin, Room 106  
Jasper, TX 75951

ATTN: Engineering Services – Request for SOQ  
TxDOT County Transportation Infrastructure Fund Grant

Please provide the County with one (1) original and five (5) copies of your SOQ.

# TEXAS DEPARTMENT OF TRANSPORTATION

## 38 4747 Prioritized Project List

County: JASPER  
Choose your county from drop down menu!

MOOT Dates:                       
Bloomberg

Year of the Bid:                       
NOTE: A list of FY 2014 Economically Disadvantaged Counties was provided for in the notice of the request for applications sent by TxDOT to each county, and can also be found at <http://www.txdot.gov/procurement/procurement2014.pdf>

Year	County	Project Name	Project Description	Project Type	Project Status	Project Value	Project Location	Project Start	Project End	Project Duration	Project Value	Project Value	Project Value	Project Value
1	CR 701	From south end of CR 538 south 1/2 mile to Timber Road SR 1670	CR 538 project, widening on south 1/2 mile to Timber Road SR 1670	2-lane Rural	County Funds	\$ 5,000	CR 701	1/2014	5/2014	4	\$ 5,000	\$ 11,074	\$ 11,074	\$ 11,074
2	CR 334	From FM 1005 west for 1.2 miles	CR 334 project, widening on west 1.2 miles from FM 1005	2-lane Rural	County Funds	\$ 5,000	CR 334	4/2014	8/2014	4	\$ 5,000	\$ 13,778	\$ 13,778	\$ 13,778
3	CR 137	From FM 150 for 1 mile to CR 137	CR 137 project, widening on 1 mile from FM 150	2-lane Rural	County Funds	\$ 5,000	CR 137	6/2014	9/2014	3	\$ 5,000	\$ 20,700	\$ 20,700	\$ 20,700
4	CR 205	From 1.6 miles CHS for 1.6 miles	CR 205 project, widening on 1.6 miles from CHS	2-lane Rural	County Funds	\$ 5,000	CR 205	5/2014	11/2014	6	\$ 5,000	\$ 43,890	\$ 43,890	\$ 43,890
5	CR 101	From CR 557 north 1.15 miles to FM 1013	CR 101 project, widening on 1.15 miles from CR 557	2-lane Rural	County Funds	\$ 5,000	CR 101	3/2014	11/2014	8	\$ 5,000	\$ 34,044	\$ 34,044	\$ 34,044
6	CR 738	From CR 737 to Branch County Line for 0.2 miles	CR 738 project, widening on 0.2 miles from CR 737	2-lane Rural	County Funds	\$ 5,000	CR 738	6/2014	8/2014	2	\$ 5,000	\$ 31,400	\$ 31,400	\$ 31,400
7	CR 150	From CR 380 north 1.411 miles to CR 150	CR 150 project, widening on 1.411 miles from CR 380	2-lane Rural	County Funds	\$ 5,000	CR 150	5/2014	5/2014	1	\$ 5,000	\$ 148,422	\$ 384,984	\$ 384,984
8	CR 202	From west of Henshaw Rd north 0.3 miles	CR 202 project, widening on 0.3 miles from Henshaw Rd	2-lane Rural	County Funds	\$ 5,000	CR 202	6/2014	11/2014	5	\$ 5,000	\$ 57,104	\$ 62,104	\$ 62,104
9	CR 441	From CR 441 north 1.2 miles to CR 441	CR 441 project, widening on 1.2 miles from CR 441	2-lane Rural	County Funds	\$ 5,000	CR 441	6/2014	6/2014	1	\$ 5,000	\$ 90,800	\$ 90,800	\$ 90,800
10	CR 150	From FM 177 north for 1.5 miles	CR 150 project, widening on 1.5 miles from FM 177	2-lane Rural	County Funds	\$ 5,000	CR 150	6/2014	6/2014	1	\$ 5,000	\$ 18,488	\$ 18,488	\$ 18,488
11	CR 648	From FM 2004 west 0.9 miles to CR 648	CR 648 project, widening on 0.9 miles from FM 2004	2-lane Rural	County Funds	\$ 5,000	CR 648	3/2014	11/2014	8	\$ 5,000	\$ 27,288	\$ 27,288	\$ 27,288
12	CR 203	From CR 203 north 0.3 miles to CR 203	CR 203 project, widening on 0.3 miles from CR 203	2-lane Rural	County Funds	\$ 5,000	CR 203	4/2014	11/2014	7	\$ 5,000	\$ 30,880	\$ 30,880	\$ 30,880
13	CR 204	From CR 204 north 0.3 miles to CR 204	CR 204 project, widening on 0.3 miles from CR 204	2-lane Rural	County Funds	\$ 5,000	CR 204	4/2014	11/2014	7	\$ 5,000	\$ 31,000	\$ 31,000	\$ 31,000
14	CR 207	From CR 207 north 0.3 miles to CR 207	CR 207 project, widening on 0.3 miles from CR 207	2-lane Rural	County Funds	\$ 5,000	CR 207	4/2014	11/2014	7	\$ 5,000	\$ 7,300	\$ 7,300	\$ 7,300
15	CR 247	From CR 247 north 0.3 miles to CR 247	CR 247 project, widening on 0.3 miles from CR 247	2-lane Rural	County Funds	\$ 5,000	CR 247	3/2014	11/2014	8	\$ 5,000	\$ 18,400	\$ 18,400	\$ 18,400
16	CR 219	From CR 219 north 1.0 miles to CR 219	CR 219 project, widening on 1.0 miles from CR 219	2-lane Rural	County Funds	\$ 5,000	CR 219	6/2014	11/2014	5	\$ 5,000	\$ 28,400	\$ 28,400	\$ 28,400
17	CR 278	From CR 278 north 0.3 miles to CR 278	CR 278 project, widening on 0.3 miles from CR 278	2-lane Rural	County Funds	\$ 5,000	CR 278	6/2014	11/2014	5	\$ 5,000	\$ 12,800	\$ 12,800	\$ 12,800
18	CR 278	From CR 278 north 0.3 miles to CR 278	CR 278 project, widening on 0.3 miles from CR 278	2-lane Rural	County Funds	\$ 5,000	CR 278	6/2014	11/2014	5	\$ 5,000	\$ 12,800	\$ 12,800	\$ 12,800
19	CR 278	From CR 278 north 0.3 miles to CR 278	CR 278 project, widening on 0.3 miles from CR 278	2-lane Rural	County Funds	\$ 5,000	CR 278	6/2014	11/2014	5	\$ 5,000	\$ 12,800	\$ 12,800	\$ 12,800
20	CR 278	From CR 278 north 0.3 miles to CR 278	CR 278 project, widening on 0.3 miles from CR 278	2-lane Rural	County Funds	\$ 5,000	CR 278	6/2014	11/2014	5	\$ 5,000	\$ 12,800	\$ 12,800	\$ 12,800

This plan has been prepared for  
information only and should not be  
relied upon for any purpose other than  
that for which it was prepared.

All items are subject to availability of funds and other conditions.  
Completion of the list is not guaranteed.

ATTACHMENT A

GENERAL CONDITIONS OF BIDDING

1. The following instructions apply to all bids and become a part of terms and conditions of any bid submitted to the Jasper County Auditor, unless otherwise specified elsewhere in this bid request. All bidders are required to be informed of these Terms and Conditions and will be held responsible for having done so.
2. Definitions: In order to simplify the language throughout this bid the following definitions shall apply.

COUNTY: The government of Jasper County, Texas and its authorized representations.

JASPER COUNTY: Same as County.

CONTRACTOR: The successful Bidder(s) of this bid request.

SUPPLIER: Same as Contractor.

SUB-CONTRACTOR: Any contractor hired by the Contractor or Supplier to furnish materials and services specified in this bid request.

COMMISSIONERS COURT: The elected officials of Jasper County, Texas given the authority to exercise such powers and jurisdiction of all county business as conferred by the State Constitution and Laws.

CONTRACT: An agreement between the County and a Supplier to furnish supplies and/or services over a designated period of time during which repeated purchases are made of the commodity specified.

3. Errors, Quantity: Bids must be submitted on units of quantity specified. In the event of errors extended prices the unit price shall govern. Any suggested change in quantity on the part of the bidder to secure better price or delivery is welcomed and may be given consideration provided that the bidder also bids on the quantity specified.
4. F.O. B.: All bids must be quoted F.O.B. destination in Jasper County. No "collect" shipments are to be made to the County. In the case of contracts in which the supplier makes repeated shipments to the County by common carrier, the price of the goods may increase only by the amount that shipping charges for the shipment in question have increased.
5. Firm Prices: Bid prices must be firm for a period of 30 consecutive calendar days from the date the bid is opened unless otherwise requested or exceptions taken by the bidder in writing. All bids submitted must specify itemized unit prices and extensions, if practical.
6. Cash Discounts: Bidders may quote additional cash discount terms. If no discount is indicated all prices are assumed to be net. Any discounts or other terms to lower the price that are spoken or implied to any representative of the County will be disregarded if not in writing in the formal bid at the time of the bid opening.
7. Delivery Time: Bids must specify the number of consecutive calendar days required to deliver the commodities under normal conditions. Failure to specify delivery time will be considered reason enough to cause the bid to be disregarded. Delivery time quoted will be given consideration in awarding orders. If delivery is not made within a reasonable time of the specified delivery in the bid, the entire order or contract may be canceled and bidder barred from quoting in future bids.
8. Delivery Location: All deliveries to be made to the location designated in the bid request, if applicable. Deliveries will be accepted only during normal working hours on normal working days of the County.

9. Delivery, Conditions of: Unless otherwise specified, all items ordered must be received new, unused, and in first class condition. Products usually packaged for commercial sale shall be furnished in proper container to facilitate storage and handling.
10. Taxes: Jasper County is exempt from most taxes and tax must not be included in the bid price. Tax exemption certificates will be executed by the Jasper County Auditor's office upon request.
11. Patent, Franchises etc.: Upon acceptance of a purchase order for any commodity purchased by Jasper County, the Supplier agrees to protect the County from any claim involving patent right infringements, copyrights or sales franchises.
12. Lump Sum Bids: Lump sum bids will be considered only if unit prices are quoted also. However, the total of such quoted unit prices and the lump sum bid need not be considered if the stipulation is that it be consolidated with any other bids.
13. All-or-None Bids: All-or None bids will be considered only if bidder quotes prices on all items requested. All-or-None bids will not be considered if prices quoted involve an entirely separate bid.
14. Payment of Invoices: Itemized invoices must be submitted by the Supplier addressed as follows: Renee Weaver, County Auditor, 150 North Austin, Jasper, Texas 75951. All invoices to be paid in full within 30 days after satisfactory delivery and billing unless arrangements are made. Statements of account are not sufficient to warrant payment. Checks are to be made payable to the successful bidder only and shall not include a sub-contractor, an assignment or any other party.
15. Liability and Insurance Requirements:
  - A) Successful bidder shall defend, indemnify and save harmless Jasper County and all its officers, agents, and employees from all suits, actions, or other claims of any character, name and description brought for or on account of any injuries or damages received or sustained by any person, persons, or property on account of any negligent act or fault of the successful bidder, or of any agent, employee, subcontractor or supplier in the execution of, or performance under, any contract which may result from bid award. Successful bidder indemnifies and will indemnify and save harmless Jasper County from liability, claim or demand on their part, agents, servants, customer, and/or employees whether such liability, claim or demand arise from event or casualty happening or within the occupied premises themselves or happening upon or in any of the halls, elevators, entrances, stairways, or approaches of or to the facilities within which the occupied premises are located. Successful bidder shall pay any judgment with costs which may be obtained against Jasper County growing out of such injury or damages.
  - B) Bidder shall be required to maintain Workers Compensation in accordance with State Territorial Worker's Compensation Laws.
16. Authorized Signature: Bids must show full firm name, mailing address and telephone number, and be manually signed by an authorized sales or quotation representative of the bidder. Firm name and authorized signature shall appear in each space provided.
17. Withdrawal and Alteration of Bids: Bids cannot be altered after receiving time. No bid may be withdrawn after opening time without acceptable reason and with the approval of the County Auditor.
18. Late Bids: Bids must be received by the County prior to time indicated on the bid request. Late bids will not be opened and will be returned upon request.
19. Bid Return: Bid must be submitted on the form provided and returned in a sealed and marked envelope to ensure proper recognition upon its arrival. Bids will not be considered if submitted by

telephone, telegraph or any other means of rapid dispatch, nor will a bid be considered if submitted to any other person or department other than specifically instructed.

20. Acceptance: The right is reserved to accept or reject all or part of the bid and to waive informalities. The right is also reserved to accept the bid considered to be the lowest responsible bidder or the bid which is most advantageous to the County.
21. Conflict of Interest: No public official shall have interest in this contract except in accordance with Vernon's Texas Codes Annotated, Local Government Code Title 5, Subtitle C, Chapter 171.
22. Ethics: The bidder shall not offer or accept gifts or anything of value nor enter into any business arrangement with any employee, official or agent of Jasper County.
23. No Bid: If the recipient of this form is unable to bid, the form should be returned to the County Auditor's office before opening time and a reason given for not bidding if the bidder desires to bid on future purchases of the County.
24. Addenda: In the event of a needed change in the specifications sent to the bidder, it is understood that all the foregoing terms shall apply to the addendum or addenda.