Pre-Bid Meeting

ADA Bus Stop Improvements Phase VII Zones 1-3

IFB No.: 2021-FC-02  
Date Issued: May 6, 2021
The purpose of this meeting is to provide an overview of the requirements of the project and to answer any questions bidders may have concerning this procurement.

The CCRTA is seeking bids for ADA Bus Stop Improvements Phase VII Zones 1-3
- The term of the contract will be to complete the project within 90 calendar days after receipt of a Notice to Proceed.
- Bids are due by 3:00 p.m. (CST), Thursday, June 17, 2021.
- **Bids received after the deadline will not be accepted and will be returned to the Bidder unopened.**
- Bid prices shall be good for one hundred eighty (180) calendar days from the board approval date.

Copies of this Invitation for Bid (IFB) and information may be obtained at the CCRTA’s website at ([www.ccrta.org/news-opportunities/business-with-us/](http://www.ccrta.org/news-opportunities/business-with-us/)). Further information may be obtained from Sherrié Clay, Procurement Administrator, or Christina Perez, Director of Procurement/Grants, at (361) 289-2712.

The CCRTA has a Disadvantaged Business Enterprise (DBE) program, and has determined that a eleven percent (11%) DBE goal has been established for this Contract. For additional information, please contact Laura Yaunk, DBE Liaison Officer, at (361) 903-3521.
Dates to Remember

Request for Information/Exceptions/Approved Equals (Appendix K) Due [Thursday, May 27, 2021 by 3:00 p.m. (CST)]
• Please submit one form for each Request for Information/Approved Equals to procurement@ccrta.org.

CCRTA’s Response to Request for Information Due [Thursday, June 3, 2021]
• Responses will be posted as an addendum to the CCRTA’s website at www.ccrta.org/news-opportunities/business-with-us/.

Bids Due [Thursday, June 17, 2021 by 3:00 p.m. (CST)]
• Bids are due no later than 3:00 p.m. (CST). All Bids must be received at the CCRTA’s Staples Street Center located at 602 N. Staples Street, Corpus Christi, Texas 78401 or emailed to procurement@ccrta.org prior to deadline.

The CCRTA’s offices are currently closed to the public due to the COVID-19 pandemic; therefore, hand delivery of bids is not an option at this time.

July 7, 2021 – Contract Awarded (Tentative)
• The CCRTA’s Board of Director will meet to award a Contract to the successful Bidding Firm(s).
For the purposes of this procurement, the following documents are applicable:

- Invitation for Bids,
- Instructions to Bidders,
- General Instructions,
- Wage Rates,
- Standard Service Terms and Conditions,
- Federal Supplemental Conditions (Construction Contracts),
- Special Provisions Concerning Disadvantaged Business Enterprises (DBEs),
- Price Schedule (Appendix A),
- Certification Forms (Appendix B),
- Certification and Statement of Qualifications (Appendix C),
- Disclosure of Interests Certification (Appendix D),
- Sample Form 1295 (Appendix E),
- Buy America (Appendix F),
- Certification of Restrictions on Lobbying (Appendix G),
- DBE Participation Form Schedules A-D (Appendix H),
- Accessibility Policy (Appendix I),
- References (Appendix J),
- Request for Information Form (Appendix K), and
- Bid Submission Checklist (Appendix L).
APPLICABLE DOCUMENTS

For the purposes of this procurement, the following documents are also applicable:

- Zone 1 Technical Specifications (Exhibit A-1)
- Zone 1 Construction Drawings (Exhibit A-2)
- Zone 2 Technical Specifications (Exhibit B-1)
- Zone 2 Construction Drawings (Exhibit B-2)
- Zone 3 Technical Specifications (Exhibit C-1)
- Zone 3 Construction Drawings (Exhibit C-2)
REQUIRED DOCUMENTS

The following documents must be signed and returned with your bid in order for it to be considered responsive:

For mailed bid submission, please submit as follows:

- Price Schedule (Appendix A),
- Certification Forms (Appendix B),
- Certification and Statement of Qualifications (Appendix C),
- Disclosure of Interests Certification (Appendix D),
- Buy America (Appendix F),
- Certification of Restrictions on Lobbying (Appendix G),
- DBE Participation Form Schedules A-C (Appendix H),
- Accessibility Policy (Appendix I),
- References (Appendix J), and
- Bid Guarantee.

For electronic bid submissions to procurement@ccrta.org, please submit as follows:

- Price Schedule (Appendix A), (in a separate file),
- Certification Forms (Appendix B, C, D, F, G, H, I and J), (in one electronic file), and
- Bid Guarantee (must be mailed and received by the CCRTA by 3:00 p.m. (CST), Thursday, June 17, 2021).

All electronic files should be clearly titled and submitted together in the same email.
REQUIRED DOCUMENTS

The CCRTA's offices are currently closed to the public due to the COVID-19 pandemic; therefore, hand delivery of bids is not an option at this time.

BIDDERS are required to supply a list of pertinent references with this bid.

BIDDERS **must** submit the Price Schedule, all certification forms, and a Bid Guarantee (in the form of a Bid Bond or Certified Check equivalent to 5% of the bid price). A Performance Bond and Payment Bond are also required for this Contract. See General Instructions Section 19 Bonding for further instructions.

Failure to provide this information may deem your bid to be non-responsive.

The CCRTA shall select the bid that in the CCRTA's opinion constitutes the lowest responsive bid, price and other factors being considered. Bids will be evaluated based on the Evaluation Factors described in Section 9.0 of the Instruction to Bidders.
INSTRUCTIONS TO BIDDERS

1. **GENERAL.**

   The following instructions by the CCRTA are intended to afford bidders an equal opportunity to participate in the CCRTA's contracts.

2. **EXPLANATIONS.**

   Any explanation desired by a bidder regarding the meaning or interpretation of these Instructions or any other bid documents must be requested in writing to the CCRTA's Procurement Department with sufficient time allowed for a reply to reach bidders before the submission of their bids. All communications regarding this solicitation must be made directly to the Procurement Department at (procurement@ccrta.org). Any violation will be grounds for disqualification.

3. **SPECIFICATIONS.**

   Bidders are expected to examine the specifications, any drawings, standard provisions and all instructions. Failure to do so will be at the bidder's risk. Bids which are submitted on other than authorized forms or with different terms or provisions may not be considered as responsive bids.

4. **INFORMATION REQUIRED.**

   Each bidder shall furnish the information required by the bid documents. The bidder shall sign the Price Schedule and, when appropriate, the specifications, which documents shall collectively constitute the bidder's offer. Erasures or other changes must be initialed by the person signing the documents. Bids signed by an agent are to be accompanied by evidence of his authority unless such evidence has been previously furnished to the CCRTA.
INSTRUCTIONS TO BIDDERS

5. **SUBMISSION OF BIDS.**

Sealed Bids should be submitted in an envelope marked on the outside containing the bidder's name and address and bid description addressed to:

Corpus Christi Regional Transportation Authority  
Staples Street Center  
Attn: Procurement Department  
602 N. Staples Street  
Corpus Christi, TX 78401  
Bid For: **Bus Stop Improvements Phase VII Zones 1-3**  
IFB No. 2021-FC-02

Bid Due Date: Thursday, June 17, 2021 by 3:00 p.m. (CST)

The CCRTA's offices are currently closed to the public due to the COVID-19 pandemic; therefore, hand delivery of bids is not an option at this time.

For electronic submission of your bid, please email your bid to procurement@ccrta.org before the bid submission deadline.

Bids must be submitted in sufficient time to be received and time-stamped at the above location on or before the published bid date and time shown on the Bid Invitation. Bids received after the published time and date cannot be considered. Any bids which are mislabeled or do not indicate the bidder's name or address as required above may be opened by the CCRTA solely for the purpose of identifying the bidder for return of the bid.
5.3 Schedule

Bids shall be governed by the following schedule:

- **May 27, 2021 - Request for Information/Exceptions/Approved Equals Due**
  Written Request for Information/Exceptions/Approved Equals (Appendix K) must be submitted on the supplied form and are due no later than 3:00 p.m. (CST). One request per form is permitted. Request for Information/Exceptions/Approved Equals must be emailed to procurement@ccrta.org or mailed to the CCRTA’s Staples Street Center located at 602 N. Staples Street, Corpus Christi, Texas 78401.

- **June 3, 2021 – CCRTA Response to Request for Information Due**
  Responses will be posted in the form of an addendum to the CCRTA’s Website at www.ccrta.org/news-opportunities/business-with-us/.

- **June 17, 2021 - Bids Due**
  Sealed bids are due no later than 3:00 p.m. (CST). All bids must be received at the CCRTA’s Staples Street Center located at 602 N. Staples Street, Corpus Christi, Texas 78401 prior to deadline.

- **July 7, 2021 – Contract Awarded (Tentative)**
  The CCRTA’s Board of Directors will meet to award a Contract to the successful Bidding firm(s).
INSTRUCTIONS TO BIDDERS

6. **MODIFICATION OR WITHDRAWAL OF BIDS.**

   Bids may be modified or withdrawn by written or telegraphic notice received by the CCRTA prior to the exact hour and date specified for receipt of bids. A bid may also be withdrawn in person by a bidder or an authorized representative prior to the bid deadline; provided the bidder’s identity is made known and he or she signs a receipt for the bid.

7. **OPENING BIDS.**

   All bids shall be opened by the CCRTA as soon after the bid deadline as is reasonably practicable. Any bids which were received prior to the deadline but were not opened with the other bids due to inadvertence by the CCRTA shall be opened at a time designated by the CCRTA and announced to all bidders present at the bid opening who provided their names and phone numbers on the attendance list. *Trade secrets and confidential information* contained in bids shall not be opened for public inspection if identified in writing at the time the bid is submitted.

8. **REFERENCES.**

   The CCRTA is requiring that bidders supply a list of pertinent references *(See Appendix J).*

9. **EVALUATION FACTORS.**

   CCRTA will award contracts based upon the lowest responsible bid, price and other factors considered. Contracts may be awarded on a lump sum basis or on a unit price basis, provided that in the event a contract specifies a unit price basis, the compensation paid by the CCRTA shall be based upon the actual quantities supplied. The CCRTA reserves the right to award one (1) contract to the lowest responsible bidder.
INSTRUCTIONS TO BIDDERS

10. RESERVATION OF RIGHTS.

The CCRTA expressly reserves the right to:

10.1 Reject or cancel any or all bids;

10.2 Waive any defect, irregularity or informality in any bid or bidding procedure;

10.3 Waive as an informality, minor deviations from specifications at a lower price than other bids meeting all aspects of the specifications if it is determined that total cost is lower and the overall function is improved or not impaired;

10.4 Extend the bid opening time and date;

10.5 Reissue a bid invitation;

10.6 Consider and accept an alternate bid as provided herein when most advantageous to the CCRTA; and

10.7 Procure any item or services by other means.

10.8 To award to more than one bidder dependent on the price range of bids.
INSTRUCTION TO BIDDERS

11. **ACCEPTANCE.**

Acceptance of a bidder’s offer in some instances will be in the form of purchase orders issued by the CCRTA. Otherwise, acceptance of a bidder’s offer will be by acceptance letters issued by the CCRTA. Subsequent purchase orders and release orders may be issued as appropriate. Unless the bidder specifies otherwise in the bid, the CCRTA may award the contract for any item or group of items shown on the Bid Invitation.

12. **PROTESTS.**

In the event that a bidder desires to protest any bidding procedure, the bidder should present such protest, in writing, to the CCRTA Chief Executive Officer within five (5) business days following the bid date. The protest shall state the name and address of the protestor, refer to the project number and description of the solicitation, and contain a statement of the grounds for protest and any supporting documentation. For federally-assisted contracts, certain additional bid protest procedures apply and may be found in the Supplemental Conditions contained within the bid documents.

13. **EQUAL OPPORTUNITY.**

Bidders are expected to comply with the Affirmative Action Programs of the CCRTA with respect to its provisions concerning contractors. The CCRTA expressly reserves the right to consider such compliance in determining the lowest responsible bidder.
INSTRUCTIONS TO BIDDERS

14. **SINGLE BID.**

In the event a single bid is received, the CCRTA will, at its option, either conduct a price comparison of the bid and make the award or reject the bid and re-advertise. A price analysis is the process of examining the bid and evaluating a prospective price without evaluating the separate cost elements. Price analysis shall be performed by comparison of the price quotations, with published price lists, or other established or competitive prices. The comparison shall be made to a purchase of similar quantity and involving similar specifications.

15. **SALES TAX EXEMPTION FOR CONSTRUCTION PROJECTS.**

Contracts for improvements to real property awarded by the CCRTA qualify for exemptions of Sales, Excise, and Use Taxes under the Texas Tax Code for construction projects with political subdivisions of the State of Texas.

16. **PREVAILING WAGE RATES FOR CONSTRUCTION PROJECTS.**

16.1 Contracts for improvements to real property awarded by the CCRTA are “public works” projects as defined under Chapter 2258, Texas Government Code, as amended. The CCRTA has ascertained the general prevailing rate of wages in the locality for each craft or type or worker or mechanic needed to execute the work under the contract documents, and the prevailing wage rates are attached to these contract documents (if this is a construction contract).
INSTRUCTION TO BIDDERS

17. **FORM 1295 “CERTIFICATE OF INTERESTED PARTIES”**

(Only required to be submitted if chosen for award.)

Bidders must comply with Government Code Section 2252.908 and submit Form 1295 “Certificate of Interested Parties” upon notification that Bidder has been recommended for award. Form 1295 requires disclosure of “interested parties” with respect to entities that enter contracts with cities. These interested parties include:

(1) persons with a “controlling interest” in the entity, which includes: a. an ownership interest or participating interest in a business entity by virtue of units, percentage, shares, stock or otherwise that exceeds 10 percent; b. membership on the board of directors or other governing body of a business entity of which the board or other governing body is composed of not more than 10 members; or c. service as an officer of a business entity that has four or fewer officers, or service as one of the four officers most highly compensated by a business entity that has more than four officers; or

(2) a person who acts as an intermediary and who actively participates in facilitating a contract or negotiating the contract with a governmental entity or state agency, including a broker, adviser, attorney or representative of or agent for the business entity who has a controlling interest or intermediary for the business entity.

Form 1295 must be electronically filed with the Texas Ethics Commission at https://www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm. The form must then be printed, signed, and filed with the CCRTA. For more information, please review the Texas Ethics Commission Rules at https://www.ethics.state.tx.us/legal/ch46.html.

A Sample Copy of Form 1295 has been provided for reference only.
STANDARD SERVICE TERMS AND CONDITIONS

5. **LIABILITY INSURANCE COVERAGE.**

Contractor shall maintain at all times during the term of this Contract at its sole cost and expense each of the following insurance coverage's listed below having policy limits not less than the dollar amounts set forth:

Commercial general liability insurance with minimum policy limits of $1,000,000 (In the event motor vehicles will be used by Contractor to perform the services specified). Automobile liability insurance with a combined single limit of $1,000,000. Contractual liability insurance covering Contractors’ indemnification obligations contained in this Contract.

Each of such insurance policies shall be issued by insurance companies licensed to do business in the State of Texas and rated A- or better by the A. M. Best insurance rating guide. Each such policy shall name the CCRTA as an additional insured, and a certificate of insurance evidencing such coverage’s shall be furnished to the CCRTA prior to the commencement of work and maintained throughout the term of the Contract. Such insurance policies shall not be cancelled, materially changed, or not renewed, without thirty (30) days’ prior written notice to the CCRTA, and the certificate of such insurance coverage shall reflect the foregoing cancellation provision. Copies of the insurance policies shall be promptly furnished to the CCRTA upon its written request after award of contract.

6. **WORKERS’ COMPENSATION.**

Contractor shall maintain at all times during the term of this Contract at its sole cost and expense workers’ compensation as required by statute and employer’s liability insurance with policy limits of $300,000 containing a waiver of subrogation endorsement waiving any right of recovery under subrogation or otherwise against the CCRTA.

Contractor shall provide a certificate of coverage to the CCRTA prior to being awarded a Contract.
FEDERAL SUPPLEMENTAL CONDITIONS
(Constructor)

This is a Federally funded contract, so please read through this section in its entirety.
SPECIAL PROVISIONS CONCERNING
DISADVANTAGED BUSINESS ENTERPRISES
(Federally-Funded Project)

This is Federally funded contract includes a DBE Participation Goal of 11%, so please read through this in its entirety.
CERTIFICATION FORMS

Do NOT Alter Any Forms.

Doing so will deem your bid as non-responsive.

Please fill out and sign the following forms and return with your signed bid.

Reminders:

Acknowledge any addendums issued on the bottom of (Appendix C) Certification and Statement of Qualifications form.

Include your firm’s DUNS number on the bottom of (Appendix C) Certification and Statement of Qualifications form. Be sure that your firm is registered with the System of Award Management “SAM” and visit SAM.gov to ensure that your firm’s status is active with no exclusions before submitting your bid.

What is “SAM”? And why do I need to register with “SAM”?

The System for Award Management (SAM) is a Federal Government owned and operated free web site that consolidates the capabilities in Central Contractor Registration (CCR)/FedReg, Online Representations and Certifications Applications (ORCA) and the Excluded Parties List System.

Both current and potential government vendors are required to register in SAM in order to be awarded contracts by the Government. Vendors are required to complete a one-time registration to provide basic information relevant to procurement and financial transactions. Vendors must update or renew their registration annually to maintain an active status.

SAM is also a marketing tool for businesses. SAM allows Government agencies and contractors to search for your company based on your ability, size, location, experience, ownership, and more.

For more information on “SAM”, please go to http://sam.gov.
In submitting this proposal, the undersigned certifies on behalf of its firm and any proposed subcontractors as follows:

(1) **Proposal Validity Certification:** If this offer is accepted within one hundred twenty (120) calendar days from the due date, to furnish any or all services upon which prices are offered at the designated point within the time specified;

(2) **Non-Collusion Certification:** Has made this proposal independently, without consultation, communication, or agreement for the purpose of restricting competition as to any matter relating to this Request for Proposals with any other FIRM or with any other competitor;

(3) **Affirmative Action/DBE Certification:** Is in compliance with the Common Grant Rules affirmative action an Department of Transportation’s Disadvantaged Business Enterprise requirements.

(4) **Non-Conflict Certification:** Represents and warrants that no employee, official, or member of the Corpus Christi Regional Transportation Authority’s Board of Directors is or will be pecuniarily benefited directly or indirectly in this Contract,

(5) **Non-Inducement Certification:** The undersigned hereby certifies that neither it nor any of its employees, representatives, or agents have offered or given gratuities (in the form of entertainment, gifts, or otherwise) to any director, officer, or employee of the Corpus Christi Regional Transportation Authority with the view toward securing favorable treatment in the awarding, amending, or the making of any determination with respect to the performance of this Contract.

(6) **Non-Debarment Certification:** Certifies that it is not included on the U. S. Comptroller General’s Consolidated List of Persons or Firms currently debarred for violations of various contracts incorporating labor standards provisions, and from Federal programsunder DOT regulations 2CFR Parts 180 and 1200, or under the FAR at 48 CFR Chapter 1, Part 9.4

(7) **Integrity and Ethics:** Has a satisfactory record of integrity and business ethics, in compliance with 49 U.S.C Section 5325(j)(2)(A)

(8) **Public Policy:** Is in compliance with the public policies of the Federal Government, as required by 49 U.S.C. Section 5325(j)(2)(B)

(9) **Administrative and Technical Capacity:** Has the necessary organization, experience, accounting, and operational controls, and technical skills, or the ability to obtain them, in compliance with 49 U.S.C. Section 5325(j)(2)(D)

(10) **Licensing and Taxes:** Is in compliance with applicable licensing and tax laws and regulations

(11) **Financial Resources:** Has, or can obtain, sufficient financial resources to perform the contract, as required by 49 U. S. C. Section 5325 (j)(2)(D)

(12) **Production Capability:** Has, or can obtain, the necessary production, construction, and technical equipment and facilities.

(13) **Timeliness:** Is able to comply with the required delivery or performance schedule, taking into consideration all existing commercial and governmental business commitments.

(14) **Performance Record:** Is able to provide a satisfactory current and past performance record.

**Signature**

**Printed Name**

**Title**

**Date**
The undersigned BIDDER hereby further certifies that she/he has read all of the documents and agrees to abide by the terms, certifications, and conditions thereof.

Signature: ________________________________________________________________
Printed Name:  ________________________________________________________________
Title: ___________________________ Date: __________________
Firm Name: ________________________________________________________________
Business Address: ___________________________________________________________
Street, City, State and Zip
Telephone: Office:  ______________________ Fax:  _________________________
Email Address: ________________________________________________________________
Firm Owner: ___________________________ Firm CEO: _______________________
Taxpayer Identification Number: ____________________________________________
Number of years in contracting business under present name: ______________________
Type of work performed by your company: _____________________________________
Have you ever failed to complete any work awarded to you? _____________________
Have you ever defaulted on a Contract? ____________________________
Taxpayer ID#: ________________________ Date Organized: ___________________
Date Incorporated: ______________________
Is your firm considered a disadvantaged business enterprise (DBE)? ______________
If you answered yes to the DBE question, explain type. _______________________

ADDENDA ACKNOWLEDGMENT
Receipt of the following addenda is acknowledged (list addenda number):

Your DUNS # will be verified at SAM.gov for any debarments or delinquent debts.
APPENDIX C
CERTIFICATION AND STATEMENT OF QUALIFICATIONS

The undersigned BIDDER hereby further certifies that she/he has read all of the documents and agrees to abide by the terms, certifications, and conditions thereof.

Signature: ________________________________

Printed Name: ________________________________

Title: __________________________ Date: ________________

Firm Name: ________________________________

Business Address: ________________________________

Telephone: __________________ Office: __________________ Fax: __________________

Email Address: ________________________________

Firm Owner: ___________________________ Firm CEO: ___________________________

Taxpayer Identification Number: ________________________________

Number of years in contracting business under present name: ________________

Type of work performed by your company: ________________________________

Have you ever failed to complete any work awarded to you? YES NO

Have you ever defaulted on a Contract? YES NO

Taxpayer ID#: __________________________ Date Organized: ________________

Date Incorporated: ________________

Is your firm considered a disadvantaged business enterprise (DBE)? YES NO

If you answered yes to the DBE question, explain type. ________________________________

ADDENDA ACKNOWLEDGMENT

Receipt of the following addenda is acknowledged (list addenda number):

DUNS # ____________________________ (Required) A DUNS number may be obtained from D & B by telephone (currently at 866-705-5711) or the internet (currently at http://fedgov.dnb.com/webform).

APPENDIX C
CERTIFICATION AND STATEMENT OF QUALIFICATIONS

The undersigned BIDDER hereby further certifies that she/he has read all of the documents and agrees to abide by the terms, certifications, and conditions thereof.

Signature: ________________________________

Printed Name: ________________________________

Title: __________________________ Date: ________________

Firm Name: ________________________________

Business Address: ________________________________

Telephone: __________________ Office: __________________ Fax: __________________

Email Address: ________________________________

Firm Owner: ___________________________ Firm CEO: ___________________________

Taxpayer Identification Number: ________________________________

Number of years in contracting business under present name: ________________

Type of work performed by your company: ________________________________

Have you ever failed to complete any work awarded to you? YES NO

Have you ever defaulted on a Contract? YES NO

Taxpayer ID#: __________________________ Date Organized: ________________

Date Incorporated: ________________

Is your firm considered a disadvantaged business enterprise (DBE)? YES NO

If you answered yes to the DBE question, explain type. ________________________________

ADDENDA ACKNOWLEDGMENT

Receipt of the following addenda is acknowledged (list addenda number):

DUNS # ____________________________ (Required) A DUNS number may be obtained from D & B by telephone (currently at 866-705-5711) or the internet (currently at http://fedgov.dnb.com/webform).
APPENDIX D
DISCLOSURE OF INTERESTS CERTIFICATION

FIRM NAME: __________________________________________________________
STREET: ______________________ CITY: __________________ ZIP: _________


DISCLOSURE QUESTIONS
If additional space is necessary, please use the reverse side of this page or attach separate sheets.

1. State the names of each “employee” of the Regional Transportation Authority having an “ownership interest” constituting 3% or more of the ownership in the above named “firm”.

NAME  JOB TITLE AND DEPARTMENT (IF KNOWN)


2. State the names of each “official” of the Regional Transportation Authority having an “ownership interest” constituting 3% or more of the ownership in the above named “firm”.

NAME  TITLE


3. State the names of each “board member” of the Regional Transportation Authority having an “ownership interest” constituting 3% or more of the ownership in the above named “firm”.

NAME  BOARD, COMMISSION OR COMMITTEE


4. State the names of each employee or officer of a “consultant” for the Regional Transportation Authority who worked on any matter related to the subject of this contract and has an “ownership interest” constituting 3% or more of the ownership in the above named “firm”

NAME  CONSULTANT


CERTIFICATE

I certify that all information provided is true and correct as of the date of this statement, that I have not knowingly withheld disclosure of any information requested; and that supplemental statements will be promptly submitted to the Regional Transportation Authority, Texas as changes occur.

Certifying Person: ____________________________
Title: ______________________________________
(Type or Print)

Signature of Certifying Person: ____________________________
Date: ____________________________

This form must be signed and submitted with your bid.
Offerors must comply with Government Code Section 2252.908 and submit Form 1295 “Certificate of Interested Parties” upon notification that Offeror has been recommended for award.

Form 1295 must be electronically filed with the Texas Ethics Commission and a signed copy must be filed with the CCRTA.
This form must be signed and submitted with your bid.

One of these two sections must be completed and signed in order to be deemed responsive and considered for this contract.
APPENDIX G
CERTIFICATION OF RESTRICTIONS ON LOBBYING
(Required for contracts over $100,000.)

I, ________________________, _______________________, hereby certify on behalf of the
_________________________________________, that:

(1) 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 any Federal agency, a Member of Congress, an officer or employee of
Congress, or an employee of a Member of Congress, regarding the award of Federal
assistance, or the extension, continuation, renewal, amendment, or modification of any
Federal assistance agreement, contract, grant, loan, or cooperative agreement.

(2) 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 Federal
agency, a Member of Congress, an officer or employee of Congress, or an employee of a
Member of Congress in connection with any application for Federal assistance, federal
contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit
Standard Form LLL: “Disclosure of Form to Report Lobbying,” including information
required by the instructions accompanying the form, which form may be amended to omit
such information as authorized by 49 CFR Part 20.110.

(3) The undersigned shall require that the language of this certification be included in the
award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and
contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall
certify and disclose accordingly.

The undersigned understands that this certification is a material representation of fact upon
which reliance is placed and that submission of this certification is a prerequisite for
providing Federal assistance for a transaction covered by 49 CFR Part 20.110. Any person
who fails to file the required certification shall be subject to a civil penalty of not less than
$10,000 and not more than $100,000 for each such failure.

Executed this ________ day of __________________, 2020.

Signed: ___________________________________

Printed Name: ___________________________________

Company Name: ___________________________________
For assistance with DBE Participation Form Schedules A through C, please contact Laura Yaunk, DBE Liaison Officer at 361-903-3521 or by email at ccrtaadbe@ccrta.org.
ACCESSIBILITY POLICY

POLICY STATEMENT

To provide full participation and equality of opportunity for people with disabilities, people who are aging and other people with access and functional needs, the Corpus Christi Regional Transportation Authority (CCRTA) Board of Directors calls for all CCRTA departments, within their regular duties and responsibilities, to establish a commitment to access.

APPLICABILITY

This policy statement is broad, cross-cutting and designed for application to all actions of the CCRTA, including but not limited to the following:

- Policy Development
- Customer Service
- Service Provision and Operation (Directly Provided or Contracted)
- Employment
- Physical Environment
- Communications/Media/Website
- Public Involvement
- External Meetings and Agency Sponsored Events
- Fleet Characteristics
- Maintenance
- Safety/Security/Emergency Operations
- Procurements
- Staff Development and Training
- Construction and Engineering
- Route and Service Planning

IMPLEMENTATION

Effective implementation of the Accessibility Policy statement begins with the establishment of a Universal Access Team. Each CCRTA department will designate sufficient and appropriate team members to serve and meet monthly to ensure compliance with the policy. This team will help develop guiding principles in conjunction with the CCRTA Regional Committee on Accessible Transportation (RCAT). Meeting of the Universal Access Team will be coordinated through the designated CCRTA ADA Coordinator and report current activities and initiatives to the Chief Executive Officer (CEO).

Support of all CCRTA staff will include initial and ongoing training and professional development regarding integration and elimination of barriers for people with disabilities, people who are aging and other people with access and functional needs.

Additional tools available to all CCRTA staff will include the use of an Impact Statement (approved by the CEO) to ensure an effective outcome. The Impact Statement will provide for the review of programs, projects, and developing or ongoing CCRTA services that answer, at a minimum, the following questions:

- Are any barriers being created for people with disabilities, people who are aging and other people with access and functional needs?
- Is CCRTA enhancing access and integration for people with disabilities, people who are aging and other people with access and functional needs?
- Does the program, project, or service result in the most integrated setting appropriate for people with disabilities, people who are aging and other people with access and functional needs?
- Has CCRTA taken steps to reduce or eliminate any negative impacts?

POLICY REVIEW

Review of this policy will be done no less than annually or more frequently as needed. To complement the review, CCRTA staff through the Universal Access Team will establish procedures and conduct the following:

- Establish Review Baseline
- Conduct Internal Review of Regulatory Compliance to include an ongoing ADA Performance Monitoring Program for all modes of transportation
- Self-Evaluation Review and Update
- ADA Transition Plan Review and Update
- Establish Best Practices and Lessons Learned Components

Adopted July 6, 2011

Signed by: _______________________
Company: ________________________
Position: _________________________
Date: ___________________________
References are required and must be submitted with your bid.

**REFERENCES:** The Bidder must supply a list of four (4) similar projects which your company has completed within the last five (5) years.

1. **Company:** _____________________________________________  
   **Owner:** ____________________ **Contact:** ____________________  
   **Address:** ________________________________________________  
   **Telephone No.:** __________________________________________  
   **Email Address:** __________________________________________  
   **Project:** ________________________________________________  
   **Date Completed:** ___________________ **Cost:** ________________

2. **Company:** ________________________________________________  
   **Owner:** ____________________ **Contact:** ____________________  
   **Address:** ________________________________________________  
   **Telephone No.:** __________________________________________  
   **Email Address:** __________________________________________  
   **Project:** ________________________________________________  
   **Date Completed:** ___________________ **Cost:** ________________

3. **Company:** ________________________________________________  
   **Owner:** ____________________ **Contact:** ____________________  
   **Address:** ________________________________________________  
   **Telephone No.:** __________________________________________  
   **Email Address:** __________________________________________  
   **Project:** ________________________________________________  
   **Date Completed:** ___________________ **Cost:** ________________

4. **Company:** ________________________________________________  
   **Owner:** ____________________ **Contact:** ____________________  
   **Address:** ________________________________________________  
   **Telephone No.:** __________________________________________  
   **Email Address:** __________________________________________  
   **Project:** ________________________________________________  
   **Date Completed:** ___________________ **Cost:** ________________

**CONTRACTS ON HAND:** The Bidder must provide a list of contracts that the firm is currently in process:
APPENDIX K
REQUEST FOR INFORMATION/EXCEPTIONS/APPROVED EQUALS REQUEST

(Vendor: ABC Construction, Inc.
Project: IFB No. 2021-FC-02
Page: 1 of 1

Request:

Can the bid be submitted before the bid due date?

Response:

Yes, the bid may be submitted before the bid due date; however, please be sure to acknowledge all addendums issued for this IFB in order to be deemed responsive and considered for this contract.

Approved: ________ Disapproved: ________ Clarification: ________

Authorized CCRTA Representative
Chief Executive Officer/Designee

---

VENDOR: ABC Construction, Inc.
PROJECT: IFB No. 2021-FC-02
PAGE: 1 PARAGRAPH: 1

Request:

Can the bid be submitted before the bid due date?

Response:

Yes, the bid may be submitted before the bid due date; however, please be sure to acknowledge all addendums issued for this IFB in order to be deemed responsive and considered for this contract.

Approved: ________ Disapproved: ________ Clarification: ________

Authorized CCRTA Representative
Chief Executive Officer/Designee
# APPENDIX L
## BID SUBMISSION CHECKLIST

In order for your bid to be deemed as responsive to the requirements of the IFB, please use the checklist below to be sure that your bid submission includes all required document.

<table>
<thead>
<tr>
<th>Bid Documents Required</th>
<th>Check</th>
</tr>
</thead>
<tbody>
<tr>
<td>The following Bid documents must be submitted:</td>
<td></td>
</tr>
<tr>
<td>1. <strong>Price Schedule</strong> (Appendix A) Zones 1-3 in a separately sealed envelope</td>
<td></td>
</tr>
<tr>
<td>2. <strong>Certification Form</strong> (Appendix B)</td>
<td></td>
</tr>
<tr>
<td>3. <strong>Certification and Statement of Qualifications</strong> (Appendix C)</td>
<td></td>
</tr>
<tr>
<td>4. <strong>Disclosure of Interests Certification</strong> (Appendix D)</td>
<td></td>
</tr>
<tr>
<td>5. <strong>Buy America</strong> (Appendix F)</td>
<td></td>
</tr>
<tr>
<td>1. <strong>Certification of Restrictions on Lobbying</strong> (Appendix G)</td>
<td></td>
</tr>
<tr>
<td>7. <strong>DBE Participation Form Schedules A-C</strong> (Appendix H)</td>
<td></td>
</tr>
<tr>
<td>8. <strong>Accessibility Policy</strong> (Appendix I)</td>
<td></td>
</tr>
<tr>
<td>9. <strong>References</strong> (Appendix J)</td>
<td></td>
</tr>
<tr>
<td>10. <strong>Bid Guarantee</strong></td>
<td></td>
</tr>
</tbody>
</table>

**Note:** A Performance Bond and Payment Bond are required for this Contract.

1. **Price Schedule** (Appendix A) – Submit the following:

   - If submitting your bid by mail, submit one signed Price Schedule in a sealed envelope along with Certification Forms (Appendix B, C, D, F, G, H, I and J) and a Bid Guarantee. Address your sealed bid in an envelope with the information as noted in the "Instructions to Bidders" Section 5.

   - If submitting your bid electronically to procurement@ccrta.org, please submit one signed Price Schedule in pdf format, Certification Forms (Appendix B, C, D, F, G, H, I and J), and a Bid Guarantee in three separate electronic files.

   - All electronic files must be clearly titled and submitted together in the same email.

There are 3 Zones for this procurement, and a price schedule for each zone.

- **Price Schedule** (Appendix A) Bidder must:
  1. List the Firm Name
  2. Complete the Price Schedule
  3. Sign, Print, Date and Provide Title on Price Schedule (Appendix A)

2. **Certification Form** (Appendix B) – Sign, Print, Date and list Title

3. **Certification and Statement of Qualifications** (Appendix C)

   - Certification and Statement of Qualifications (Appendix C) Bidder must:
     1. **Certification and Statement of Qualifications** (Appendix C)

4. **Disclosure of Interest Certification** (Appendix D)

   - Disclosure of Interest Certification (Appendix D) the Bidder must:
     1. Print Name
     2. Title and date
     3. Firm Name
     4. Business address: Street, City, State and Zip
     5. Office and fax telephone numbers
     6. Email address
     7. Business owner
     8. Taxpayer Identification Number
     9. Number of year in contracting business under present name
     10. Type of work performed by your company
     11. Have you ever failed to complete any award to you?
     12. Have you ever defaulted on a Contract?
     13. Taxpayer ID and Date Organized
     14. Date Incorporated
     15. Is your firm considered a disadvantaged business enterprise (DBE)?
     16. If you answered yes to the DBE question, explain type.
     17. Addenda Acknowledgement – write in each addendum issued (i.e. Addendum No. 1, 2, and 3)
     18. DUNS# - Insert your firm’s active DUNS#. You may check the status of your firm’s DUNS# at SAM.gov. If your firm is not registered in SAM or your firm’s status is not active, then please go to SAM.gov to register.

5. **Buy America Certificate** (Appendix F)

   - Buy America Certificate (Appendix F) bidder must complete either the compliance or non-compliance sections as follows
     1. Date
     2. Sign
     3. Printed Name
     4. Title
     5. Company Name
APPENDIX L
BID SUBMISSION CHECKLIST CONT’D

APPENDIX L BID SUBMISSION CHECKLIST
In order for your bid to be deemed as responsive to the requirements of the IFB, please use the checklist below to be sure that your BID package includes all required documents.

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>6.</td>
<td>Certification and Restrictions on Lobbying (Appendix G)</td>
</tr>
<tr>
<td>-</td>
<td>Certification and Restrictions on Lobbying (Appendix G) Bidder must:</td>
</tr>
<tr>
<td>1.</td>
<td>Name</td>
</tr>
<tr>
<td>2.</td>
<td>Title</td>
</tr>
<tr>
<td>3.</td>
<td>Company Name</td>
</tr>
<tr>
<td>4.</td>
<td>Date</td>
</tr>
<tr>
<td>5.</td>
<td>Sign</td>
</tr>
<tr>
<td>6.</td>
<td>Printed Name</td>
</tr>
<tr>
<td>7.</td>
<td>Company Name</td>
</tr>
<tr>
<td>8.</td>
<td>DBE Participation Forms Schedules A-C (Appendix H) - DBE Checklists are provided to assist with the completion of the forms.</td>
</tr>
<tr>
<td>-</td>
<td>If you have any questions regarding these forms please contact Laura Yaunk, DBE Liaison Officer at 361-903-3521.</td>
</tr>
<tr>
<td>DBE Participation Forms Schedules A-C (Appendix H) Bidder must:</td>
<td>1. Enclose all DBE Forms Schedules A-C (Appendix H)</td>
</tr>
<tr>
<td>9.</td>
<td>References (Appendix J) - References (Appendix J) the Bidder must:</td>
</tr>
<tr>
<td>1.</td>
<td>List 3 similar projects which he/she has completed within the last five years that satisfactorily met the client’s specification</td>
</tr>
<tr>
<td>2.</td>
<td>List three that did not satisfactorily meet the client’s specifications</td>
</tr>
<tr>
<td>3.</td>
<td>Provide a list of contracts that the firm currently has in process.</td>
</tr>
<tr>
<td>10.</td>
<td>Bid Guarantee - Can be in the form of a Bid Bond or Certified Check equivalent to 5% of the bid price.</td>
</tr>
<tr>
<td>-</td>
<td>Must be submitted by Mail even if submitting your bid electronically by email. It must be received by the CCRTA by the bid deadline.</td>
</tr>
</tbody>
</table>
Common Vendor Errors in Bid Submissions:

- Forgetting to sign the Price Schedule (Appendix A)
- Not signing the Certification Forms
- Taking exceptions to the solicitation
- Not providing DUNS number or an active DUNS number
- Failure to acknowledge receipt of addendums
- Including promotion/extraneous information which services to alter the solicitation requirements
- Failure to return all required forms
- Late delivery of bid
DBE – Disadvantaged Business Enterprises
Presented by:

Mrs. Laura Yaunk, DBE Liaison Officer
CCRTA HAS SET A GOAL OF 11% DBE PARTICIPATION

DBE RESPONSIVENESS REQUIREMENTS

- In order to be considered responsive, Bidder must make **good faith efforts** to meet the goal for Disadvantaged Business Enterprise (DBE) participation in this Contract.

- The Bidder must submit all DBE documentation with submittal of the bid. If the Bidder fails to do so, its bid may be deemed non-responsive and may be rejected.
The following DBE documents must be completed, signed and returned with your bid.

Please use the DBE Schedules A and B Checklist to assist you in completing the required documents:

- Schedule A - Contractor – Summary of DBE Participation as Subcontractor, Supplier and/or Consultant, and
- Schedule B – Confirmation of Proposed DBE Participation
- Schedule C – Affidavit of DBE/Non-DBE Joint Venture (to be completed only if a joint venture is created)

https://www.ccrta.org/news-opportunities/dbe-program/

(DBE Directory)

For DBE questions or assistance, please contact Laura Yaunk, DBE Liaison Officer at 361-903-3521 or by email at ccrtdabe@ccrta.org.
Project Overview
Presented by:

Ms. Sharon Montez, Managing Director of Capital Projects and Customer Services

And

Mr. Gabriel Ortiz, Engineer of Record with Hanson Professional Services, Inc.
GENERAL INSTRUCTIONS

1. DESCRIPTION OF PROJECT

1.1. The CCRTA is seeking bids from qualified bidders or individuals interested in a contract to provide ADA Bus Stop Improvements Phase VII - Zones 1-3. The ADA bus stop improvements will be spread throughout the CCRTA transit service area in Nueces County. The work is to be completed within 90 calendar days after receipt of a Notice to Proceed. Bidders shall quote their best price. An award, if any, shall be made to the most responsive and responsible Bidder/s.

1.2. Bids will only be accepted from established contractors with experience in this type of work. Bidder will provide all necessary labor, materials, equipment, and supervision as required.

1.3. These specifications are written to explain what to do not how to do it. It is assumed and will be required that all workmanship shall be “first class” and in compliance with the current approved standards for the particular phase of the work as prescribed by the manufacturer. No careless or slovenly work of any form will be accepted.

2. CONSTRUCTION MANAGER

Whenever the word “Construction Manager” is used in this Contract it is understood as referring to the CCRTA’s authorized representative – Sharon Montez.

3. TIME OF COMPLETION AND FAILURE TO COMPLETE IN TIME

The term of the contract will be to complete the project within completed 90 calendar days after receipt of Notice to Proceed. Liquidated damages will be charged for work that exceeds the time frame.
3.1. **The working time for the completion on each project shall be as described above.** The Bidder agrees that he/she will commence work within ten (10) calendar days after receiving a contract from the CCRTA, discussing an appropriate contract time with the Engineer, and receiving a Notice to Proceed. The whole work will be performed and the premises cleaned up in accordance with the Contract Documents on or before the provided time for the completion of this project.

3.2. For each working day that any work remains uncompleted after the time specified in the Contract for completion of the work, or after such time period as extended pursuant to other provisions of the Contract, a sum of **One Hundred Fifty and no/100 Dollars ($150.00) per day** will be assessed against the Bidder as reasonable liquidated damages. Said liquidated damages are not imposed as penalty but as an estimate of the damages that the CCRTA will sustain from delay in completion of the work, which damages by their nature are not capable of precise proof. The CCRTA may withhold the amount of liquidated damages from monies otherwise due to the Contractor.

4. **CONDITIONS OF WORK**

Each Bidder must inform himself/herself fully of the conditions relating to the construction of the project and the employment of labor thereon. Failure to do so will not relieve a successful Bidder of his/her obligation to furnish all material and labor necessary to carry out the provisions of this Contract. Insofar as possible, the Bidder, in carrying out his/her work, must employ such methods or means as will not cause any interruption of or interference with the work of any other contractor.

5. **SPECIFICATIONS**

Titles to divisions and paragraphs in these Contract Documents are introduced merely for convenience and are not to be taken as a part of the specifications and are, furthermore, not to be taken as a correct or complete segregation of the several units of material and labor. The CCRTA for omissions or duplications assumes no responsibility, either direct or implied, by the Bidder or his subcontractor, due to real or alleged error in arrangement of matter in these Contract Documents.
GENERAL INSTRUCTIONS

6. GUARANTY

Neither the final payment nor any provision in the Contract documents, no partial or entire occupancy of the premises by the CCRTA shall constitute an acceptance of work not done in accordance with the Contract documents or relieve the Bidder of liability in respect to any express warranties or responsibility for faulty materials or workmanship. The Bidder shall remedy any defects in materials or workmanship, which shall appear within a period of one (1) year from the date of final acceptance of work unless a longer period is specified. The CCRTA will give notice of observed defects with reasonable promptness. The Bidder shall have his Performance Bond, if required, so written that the one (1) year period is covered by the Performance Bond.

7. ACCIDENT PREVENTION

7.1. The Bidder shall comply with all of the CCRTA's safety regulations and shall observe the requirements of the Occupational Safety and Health Act. The Bidder shall comply with all procedures prescribed by the CCRTA for control and safety of persons visiting the job site. It is the Bidder’s responsibility to take whatever steps necessary to ensure the safety of individuals working on or visiting the site.

7.2. The CCRTA calls the Bidder’s attention to the necessity for his/her proper storage, use, and disposal of all materials; proper use and storage of tools and devices, and proper control of construction procedures to ensure the health and safety of workmen and of others having access to the job site. It is the Bidder's responsibility to obtain from the manufacturers and sellers or distributors of materials, tools, and devices all requirements for proper and safe usage, storage and disposal, and to follow these requirements and recommendations carefully. Particular attention is called to the use of paints, thinners, solvents, caulking or patching materials, chemical grouts, and surface treatment materials.

For first aid instructions contact a physician or the Texas Poison Control Network at 1-800-222-1222
GENERAL INSTRUCTIONS

8. SUPERINTENDENCE BY CONTRACTOR

8.1. At all times during performance and until the work is completed and accepted, the Bidder shall directly superintend the work of this Contract or assign and have on the work site a competent superintendent who is satisfactory to the Project Manager and has authority to act for the Bidder.

8.2. Bidder shall watch over the concrete until the concrete has cured enough so that no graffiti or damage can occur to the surface of the concrete. Project Manager shall not accept any concrete, which has been damaged due to CONTRACTOR’s lack of protection to the concrete while it is curing.

9. LITIGATION RESPONSIBILITIES

The CCRTA will give the Bidder prompt notice in writing of the institution of any suit of proceeding and permit the Bidder to defend same, and will give all needed information to do so. Bidder shall similarly give the CCRTA immediate notice of any suit or action filed or prompt notice of any claim arising out of performance of the Contract. Bidder shall furnish immediately to the CCRTA copies of all pertinent papers received by the Bidder.

10. INSURANCE REQUIREMENTS

Bidder shall maintain at all times during the term of this Contract at its sole cost and expense each of the following insurance coverages listed below having policy limits not less than the dollar amounts set forth:

10.1. Commercial general liability insurance with minimum policy limits of $1,000,000.

10.2. Automobile liability insurance with a combined single limit of $1,000,000. (In the event motor vehicles will be used by Contractor to perform the services specified)
10.3. Workers Compensation with policy limits of $300,000 containing a waiver of subrogation endorsement waiving any right of recovery under subrogation or otherwise against the CCRTA to the extent employees are not covered under B.

11. INDEMNIFICATION

The Bidder shall indemnify and hold harmless the CCRTA, its officer, employees, agents, attorneys, representatives, successors and assigns from any and all claims, demands, costs, expenses, liabilities and losses of whatsoever kind or character arising out of the Bidder or its officers, employees or agents, during the term of the Contract. The Bidder shall assume on behalf of the CCRTA and the indemnified parties described above, and conduct with due diligence and in good faith, the defense of any and all such claims, whether or not the CCRTA is joined therein, even if such claims be groundless, false, or fraudulent.

12. TERMINATION

The CCRTA shall have the right to terminate for default all or any part of its contract if Bidder breaches any of the terms hereof or if the Bidder becomes insolvent or files any petition in bankruptcy. Such right of termination is in addition to and not in lieu of any other remedies which the CCRTA may have in law or equity, specifically including, but not limited to, the right to sue for damages or demand specific performance. The CCRTA additionally has the right to terminate the Contract without cause by delivery to the Contractor of a Notice of Termination: specifying the extent to which performance hereunder is terminated and the date upon which such termination becomes effective.

13. ABSENCE OF LIEN

Under the laws of Texas, neither the Bidder nor any subcontractor, mechanic, material man, or laborer are entitled to acquire or attempt to acquire or contract for any lien upon the improvements covered by the Contract or the land upon which they are situated.
14. **CCRTA's DBE PROGRAM**

The Bidder shall be required to comply with the CCRTA's Disadvantaged Business Enterprise Program. **The CCRTA's goal for DBE participation with this Contract is 11%**. Bidders are required to complete the DBE Participation Form Schedules A-C (Appendix H) and return it with the certification forms in an envelope along with the separately sealed Price Schedule. A “good faith” effort to include DBE participation is required and should be listed. If a firm is unable to provide any DBE participation, the form must still be completed documenting “None” in the proper space and sending “good faith” effort documentation with the form. Please refer to the "Special Provisions Concerning DBEs" contained in this IFB for more information. Schedule D – DBE Payment Form must be completed only by the successful bidder for this contract. The completed form must be submitted and

15. **CONTRACTOR DIRECTIVES**

15.1 Contractors shall provide a better effort in clean-up at each site after concrete work is complete and formwork removed. The Contractor should write this directive into General Notes. Use sandy loam and not large, excavated clay.

15.2 Contractors shall provide a preliminary schedule of work at the Pre-Construction meeting on how they intend to implement work through completion. Contractors will be required to update this schedule on a monthly basis and send to AG/CM with pay application.

15.3 Contractors shall provide a list of stops requesting the CCRT to remove shelters, trashcans, signs, etc. with two weeks lead time of the work. This list should show order and approximate date when removal is required.

15.4 Contractors shall provide Applications for Payment with quantitative breakdown of work at each stop for that month. This will be field verified with the CCRTA's Construction Manager or Engineering
GENERAL INSTRUCTIONS

16. Contractor shall not receive payment for individual sites until final completion has been achieved including restoration and cleanup.

17. If the right of way goes into private property, the CCRTA's Engineer for that zone will determine if a survey is needed. Any bus stops that seem to encroach on private property will be adjusted to the City Right of Way (ROW).

18. If there are duplications of sites between zones that were not identified beforehand, then the Engineer and the CCRTA will determine what is to be done if that situation occurs.

19. BONDING

19.1. A bid guarantee is required from each bidder equivalent to five percent (5%) of the bid price. The "bid guarantee" must consist of a firm commitment such as a bid bond, certified check, or other negotiable instrument accompanying a bid as assurance that the bidder will, upon acceptance of its bid, execute such contractual documents as may be required within the time specified.

19.2. For contracts exceeding $150,000, a performance bond is required on the part of the Contractor for 100 percent (100%) of the Contract price. A "performance bond" is one executed in connection with a contract to secure fulfillment of all Contractor's obligations under such Contract.

19.3 A payment bond is required on the part of the Contractor for 100 percent (100%) of the Contract price. A "payment bond" is one executed in connection with a contract to assure payment as required by law of all persons supplying labor and material in the execution of the work provided for in the Contract.

19.4 All of the above-mentioned bonds shall be issued by a surety company licensed to do business in Texas acceptable to the CCRTA. The attorney-in-fact who executed the bond on behalf of the surety shall affix to the bond an original or certified current copy of his or her power of attorney, indicating the monetary limit of such power.
THE
TECHNICAL SPECIFICATIONS, and
CONSTRUCTION DRAWINGS FOR
IFB NO. 2021-FC-02
BUS STOP IMPROVEMENTS Phase VII ZONES 1-3

• Zone 1 Technical Specifications (Exhibit A-1)
• Zone 1 Construction Drawings (Exhibit A-2)
• Zone 2 Technical Specifications (Exhibit B-1)
• Zone 2 Construction Drawings (Exhibit B-2)
• Zone 3 Technical Specifications (Exhibit C-1)
• Zone 3 Construction Drawings (Exhibit C-2)

Can be downloaded from the CCRTA's website at: www.ccrta.org/news-opportunities/business-with-us/
WAGE RATES

PLEASE SEE THE IFB FOR THE WAGE RATES
PRICE SCHEDULE (APPENDIX A) FOR IFB NO. 2021-FC-02 ADA BUS STOP IMPROVEMENTS PHASE VII - ZONES 1-3

Can be downloaded from the CCRTA’s website at:


Instructions:

• Only enter the Unit Prices in Price Schedule (Appendix A).

• All other fields are locked.

• The Total Price field and the Total Base Bid Price fields will automatically populate with the totals.

• The Total Base Bid Price already reflects the Traffic Control Plan Allowance and the Betterment Fund Allowance.
APPENDIX A
PRICE SCHEDULE

APPENDIX A
PRICE SCHEDULE

FIRM: _____________________

IFB NO.: 2021-FC-02
ADA Bus Stop Improvements Phase VII - Zones 1-3

Instructions:
(1) Refer to “Instructions to Bidders” and “Scope of Work” and quote your best price.
(2) The term of the contract will be to complete the project within 90 calendar days after receipt of a Notice to Proceed.
(3) Bidders must provide prices for all items.
(4) Unit Prices must be entered in the Price Schedule, and in the case of discrepancy between the unit price and the total price, the unit price will be presumed to be correct. The Total Price and the Total Base Bid Price fields are locked and will automatically populate the totals.
(5) Submit one Price Schedule. On the outside of your sealed bid address your envelope with the information as noted in Section 5.0 Submission of Bids” in the “Instructions to Bidders” or submit your bid electronically to procurement@ccrta.org prior to the deadline.

The undersigned BIDDER proposes and agrees, if this Bid is accepted, to contract with the CCRTA to furnish all work in accordance with the attached specification and drawing, according to the following unit prices:
## APPENDIX A
### PRICE SCHEDULE

<table>
<thead>
<tr>
<th>Base Bid Zone 1 - Hanson</th>
<th>Description</th>
<th>Unit Price (Figures)</th>
<th>Total Price (Figures)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. 828 SF</td>
<td>NEW RAMP SECTION, (including excavation, backfill, bedding, expansion joints, dowels, truncated dome detectable surface and reinforcement), as shown on the plans and as outlined in the specifications, complete in place.</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>2. 600 SF</td>
<td>NEW LANDING SECTION, (including excavation, backfill, bedding, expansion joints, dowels, truncated dome detectable surface and reinforcement), as shown on the plans and as outlined in the specifications, complete in place.</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>3. 4,298 SF</td>
<td>NEW CONCRETE SHELTER PAD, (including excavation, backfill, bedding, expansion joints, beams, dowels, and reinforcement), as shown on the plans and as outlined in the specifications, complete in place.</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>4. 1,583 SF</td>
<td>NEW CONCRETE SHELTER PAD (TYPE II), (including excavation, backfill, bedding, expansion joints, beams, dowels, and reinforcement), as shown on the plans and as outlined in the specifications, complete in place.</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>5. 1,611 SF</td>
<td>NEW SIDEWALK SECTION, (including excavation, backfill, bedding, dowels, and reinforcement), as shown on the plans and as outlined in the specifications, complete in place.</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>6. 275 LF</td>
<td>NEW CURB &amp; GUTTER, (including backfill, bedding, expansion joints, dowels, and reinforcement), as shown on the plans and as outlined in the specifications, complete in place.</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td></td>
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</tr>
<tr>
<td>7.</td>
<td>2,964 SF</td>
<td>DEMOLITION OF EXISTING SIDEWALK, (including demolition and removal of existing sidewalk protection of the public), as shown on the plans and as outlined in the specifications, complete in place.</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Unit Price (Figures)</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Total Price (Figures)</td>
<td></td>
</tr>
<tr>
<td>8.</td>
<td>177 LF</td>
<td>DEMOLITION OF EXISTING CURB &amp; GUTTER, (including demolition and removal, protection of the public), as shown on the plans and as outlined in the specifications, complete in place.</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Unit Price (Figures)</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Total Price (Figures)</td>
<td></td>
</tr>
<tr>
<td>9.</td>
<td>267 LF</td>
<td>SAW CUT CONCRETE PAVEMENT (FULL DEPTH), as shown on the plans and as outlined in the specifications, complete in place.</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Unit Price (Figures)</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Total Price (Figures)</td>
<td></td>
</tr>
<tr>
<td>10.</td>
<td>602 LF</td>
<td>SAW CUT ASPHALT PAVEMENT (FULL DEPTH), as shown on the plans and as outlined in the specifications, complete in place.</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Unit Price (Figures)</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Total Price (Figures)</td>
<td></td>
</tr>
<tr>
<td>11.</td>
<td>985 SF</td>
<td>PAVEMENT REPAIR, (including HMAC, base material, etc.), as shown on the plans and as outlined in the specifications, complete in place.</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Unit Price (Figures)</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Total Price (Figures)</td>
<td></td>
</tr>
<tr>
<td>12.</td>
<td>442 LF</td>
<td>6’ HEADER CURB, (including excavation, backfill, bedding, expansion joints, dowels, and reinforcement), as shown on the plans and as outlined in the specifications, complete in place.</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Unit Price (Figures)</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Total Price (Figures)</td>
<td></td>
</tr>
<tr>
<td>13.</td>
<td>87 LF</td>
<td>PROPOSED HEADWALL, (including excavation, backfill, bedding, expansion joints, dowels, and reinforcement), as shown on the plans and as outlined in the specifications, complete in place.</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Unit Price (Figures)</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Total Price (Figures)</td>
<td></td>
</tr>
<tr>
<td>14.</td>
<td>2 EA</td>
<td>RELOCATE EXISTING BUS STOP SIGN, as shown on the plans, complete in place.</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Unit Price (Figures)</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Total Price (Figures)</td>
<td></td>
</tr>
</tbody>
</table>
The undersigned BIDDER proposes and agrees, if this Bid is accepted, to contract with the Owner to furnish all work in accordance with the attached specification and drawing, according to the following unit prices:

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Unit Price (Figures)</th>
<th>Total Price (Figures)</th>
</tr>
</thead>
<tbody>
<tr>
<td>15.</td>
<td>1,007 LF BUS STOP STRIPING, as shown on the plans and as outlined in the specifications, complete in place.</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>16.</td>
<td>213 LF GALVANIZED HANDRAILS, as shown on the plans and as outlined in the specifications, complete in place.</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>17.</td>
<td>1 LS TRAFFIC CONTROL PLAN ALLOWANCE, as shown on the plans and as outlined in the specifications, complete in place.</td>
<td>$ 18,400</td>
<td>$ 18,400</td>
</tr>
<tr>
<td>18.</td>
<td>1 LS BETTERMENT FUND ALLOWANCE, as outlined in the specifications.</td>
<td>$ 10,000</td>
<td>$ 10,000</td>
</tr>
</tbody>
</table>

ZONE 1 – HANSON

TOTAL BASE BID PRICE, Items 1 through 18

$ ___________________________ Total Price (In Figures)

THE BIDDER AGREES TO COMPLETE ALL WORK WITHIN 90 CALENDER DAYS AFTER RECEIPT OF NOTICE TO PROCEED.

Signature ___________________________ Printed Name ___________________________

Title ___________________________ Date ___________________________

The undersigned BIDDER proposes and agrees, if this Bid is accepted, to contract with the Owner to furnish all work in accordance with the attached specification and drawing, according to the following unit prices:
Thank You
For Your
Attendance!