

**BROWNSVILLE NAVIGATION DISTRICT  
OF CAMERON COUNTY, TEXAS**

**PORT OF BROWNSVILLE**

**Bid Document**

**BND Port Road  
Improvements – Striping &  
Signage**

**Deadline Date • May 8, 2019 • 11:00 A.M. C.D.T.  
1000 Foust Rd. • Brownsville, Texas, 78521 • (956) 831-4592 • Fax: (956) 831-6153**

# SECTION I GENERAL INFORMATION AND INSTRUCTIONS

## NOTICE

Information provided in these specifications is to be used for the purpose of submitting a bid for the disposal of:

### **HOT APPLIED THERMOPLASTIC REFLECTIVE PAVEMENT STRIPING AND SIGNAGE**

in the property of the Brownsville Navigation District. It is further expected that each bidder will read these specifications with care, since failure to meet each condition or a combination of specified conditions may invalidate the bid.

The Brownsville Navigation District (hereafter referred to as the District) reserves the right to reject any or all bids or any portion thereof and to accept the bid deemed to be in the best interests of and provide the best value to the District.

Bidders are required to submit bids on the basis of these specifications. Any exceptions to terms requested herein must be clearly noted in writing and be included as a part of the bid.

The District believes that the data contained in these specifications is sufficient for the preparation of bids. The information is believed to be accurate and is based upon the latest available information, but it is not to be considered in any way as a warranty. Requests for additional information should be directed in writing to Mr. Ariel Chávez II, P.E./R.P.L.S., Director of Engineering Services, 1000 Foust Road, Brownsville, TX 78521, or by calling 956.831.4592 (main office) or 956.592.3973 (cel).

### STATEMENT OF PURPOSE

1. The information contained in these specifications is to be used only in connection with preparing a bid to furnish and install **approximately 61,875 LF (sixty-one thousand eight hundred and seventy-five linear feet - different widths) of hot applied thermoplastic reflective pavement striping and wording and fourteen traffic signs.**
2. The District reserves the right to accept or reject all or any part of the bids, waive minor technicalities, and award the bid to best serve the interest of the District. The District also reserves the right to waive or dispense with any of the formalities contained herein.
3. Bids are to be submitted on the basis of the specifications contained herein. All deviations from the specifications must be clearly identified and explained.
4. The information contained herein is believed to be accurate and up-to-date, but is not intended to be an express or implied warranty.
5. **No telephone, fax or e-mail bids will be accepted.** The District will not be responsible for missing, lost or late mail. Any bids received after the time set for opening will be returned to the bidder unopened.
6. Bidders are cordially invited to the bid opening, but are not required to attend.

### **TIMETABLE**

1. Specifications will be ready for distribution on Tuesday, April 23, 2019.
2. Bids should be received by the District's Director of Finance no later than 11:00 AM on May 08, 2019.
3. It is anticipated that the successful bidder(s) will be notified on or about May 15, 2019.

### **PREPARATION OF BID**

The bidder shall prepare their bid in duplicate on the attached bid forms with attachments as necessary to fulfill the specifications contained herein. Unless otherwise stated, all blank spaces on the bid page or pages, applicable to the subject specification, must be correctly filled in. A unit price must be stated for each and every item, either typed in or written in ink. Any exceptions or deviations from the requested products or services must be clearly indicated in writing and must be submitted with and form a part of the bid form. Failure to follow this instruction will be grounds for disqualification of a bid.

### **SUBMISSION OF BID**

The bid shall be submitted in duplicate in a sealed envelope. Each envelope or package must be addressed as follows:

**Lorena Hernandez, CPA  
Director of Finance  
1000 Foust Road  
Brownsville, Texas 78521**

On the front of each envelope shall be written the following words:

**“BID FOR BND PORT ROAD IMPROVEMENTS  
- Striping & Signage”**

Bids must be received by the District's Director of Finance by the deadline date and time listed on the cover of these specifications.

### **BID SECURITY**

Bidders shall submit with their bids a Cashier's Check, Certified Check, or Bid Bond in the form specified by the District, of 5 percent of the greatest amount bid as a guaranty that they will furnish and install an estimated of 61,875 linear feet of hot applied thermoplastic pavement striping and fourteen traffic signals as needed by the Port after the receipt of a purchase order or contract agreement indicated by the bidder in their bid. Cashier's or certified checks submitted as bid security must be drawn on a bank that is a member of the Federal Deposit Insurance Corporation (FDIC). All checks of unsuccessful bidders will be returned by the District within ten (10) days following the authorization of the purchase order. The cashier's or certified check of the successful bidder to provide the service of oily water disposal will be returned upon the approval and issue of Certification

by USA Authorities and the issue of an acceptance letter approving the service by the District (Acceptance Document) or start of disposal, whichever occurs first.

### **WITHDRAWAL OF BID**

Bidders may withdraw their bids at any time up to the time specified as the closing time for acceptance of bids. However, no bidder shall withdraw or cancel their bid for a period of thirty (30) days after said closing date for acceptance of bids. The successful bidder shall not withdraw or cancel or modify their bid, except at the request of the District, after having been notified that said bid has been accepted by the District. Withdrawal or cancellation of a bid after the closing date for acceptance of bids shall result in the forfeiture of the bid security.

### **INTERPRETATION OF SPECIFICATIONS**

If any person contemplating submitting a bid is in doubt as to the true meaning of any part of the specifications, they may submit a written request for interpretation thereof to Mr. Ariel Chávez II, P.E./R.P.L.S., Director of Engineering Services for the District.

### **CRITERIA USED IN EVALUATING BIDS**

1. Bids will be evaluated for cost and for compliance with the requirements contained in the specifications.
2. The District will consider the following criteria in determining which bid, if any, to accept:
  - A. the service price;
  - B. the Bidder's stated and demonstrated ability to comply with any and all applicable Federal, State and Local jurisdictional requirements on the collection, transportation and final disposal of the oily water;
  - C. the reputation of the Bidder and of the Bidder's services;
  - D. the quality of the Bidder's equipment and services;
  - E. the extent to which the Bidder's services meet the District's needs;
  - F. all other factors specifically listed in this Invitation to Bid.
3. The District has adopted a Local Preference Option Policy which enables the District to allow up to a 3% preference in the award of a bid to a Local Vendor in preference to a non-local vendor. The District reserves the right to invoke the Local Option Preference Policy in the award of this bid.



determined, in the sole opinion of the District, to be in the best interests of, and to provide the best value to the District, will be selected for the award of a purchase order for the BND Port Road Improvements - Striping & Signage. Nothing in this Invitation to Bid is intended to create an expectation on the part of any Bidder that the Bidder will be awarded the purchase order. The District reserves the right to reject any or all bids, and to waive any informalities in bidding.

### **DETERMINATION OF COMPLIANCE WITH SPECIFICATIONS**

The District will review the successful bid to verify compliance by the successful bidder with all requirements in the specifications' bid and will make the final determination on compliance. Upon making the determination, the District's Board will consider and award the purchase order or contract agreement to the successful bid deemed in compliance.

### **“BID FOR BND PORT ROAD IMPROVEMENTS - Striping & Signage”**

It is anticipated that the successful bidder will be notified on or around May 15, 2019. The service period will be an element of the bid that will be considered by the District in their award of the purchase order. The successful bidder will be expected to furnish and install hot applied thermoplastic reflective striping and signage within a 7 day period beginning from the date of notification of the award of the purchase order.

### **TEXAS ETHICS COMMISSION FORM 1295 DISCLOSURES:**

Companies doing business with the Brownsville Navigation District, a governmental entity, are required to file a “Disclosure of Interested Parties Form” (Form 1295) with the Texas Ethics Commission. The successful bidder will, therefore, be required to file said Form 1295 with the Texas Ethics Commission prior to the Board issuing the purchase order for the BND Port Road Improvements – Striping & Signage in this Invitation to Bid. Further information regarding this form may be found on the Texas Ethics Commission website. Instructions will be provided to the successful bidder.

### **TERMS OF PAYMENT**

Once a purchase order is issued or a contract agreement is executed, the successful bidder will be issued payment for the services performed on any given calendar month based on the unit prices bid. Any Pay Requests exceeding \$25,000.00 will require approval by the BND Board of Commissioners, who meet on the first and third Wednesdays of every month. The billing address for invoices under this bid is:

**Brownsville Navigation District  
Accounts Payable  
1000 Foust Road  
Brownsville, TX 78521**

**Electronic billing may be submitted at [vendor@portofbrownsville.com](mailto:vendor@portofbrownsville.com) with cc: to [achavez@portofbrownsville.com](mailto:achavez@portofbrownsville.com) and [mmartinez@portofbrownsville.com](mailto:mmartinez@portofbrownsville.com).**

## **SECTION II**

### **SPECIFICATIONS FOR THERMOPLASTIC PAVEMENT STRIPING**

#### **In compliance with TxDOT Specifications**

Item 636 - Signs

Item 662 – Work Zone Pavement Markings

Item 666 – Retroreflectorized Pavement Markings

Item 668 – Prefabricated Pavement Markings

Item 672 – Raised Pavement Markers

Item 678 – Pavement Surface Preparation for Markings

Item 687 – Pedestal Pole Assemblies

Other applicable.

#### **Service Representatives**

The bid must specify the bidder's representatives that will be available to the District as the contact person for the project. The bid must specify their contact information, including phone number and email address.

#### **Payment Terms**

The bid must indicate the unit price per linear feet of different type and width of striping, wording and signs, and payment shall be based on the actual number linear feet of stripes and/or number of signs or words installed at the bid unit price, which may not exceed the anticipated quantities.

**SECTION III**  
**BID SUBMISSION FORMS**



**BROWNSVILLE NAVIGATION DISTRICT  
Bidder's Acknowledgement Form**

Having carefully examined the information, notices and specifications and conditions contained in this package, the undersigned Bidder's agent or representative hereby proposes and agrees to provide the service to furnish and install BND Port Road Improvements - Striping & Signage in strict compliance with the Specification at the prices bid. The Bidder affirms that, to the best of their knowledge, the bid has been arrived at independently and is submitted without collusion with anyone to obtain information or gain any favoritism that would in any way limit competition or give them an unfair advantage over other bidders in the award of this bid.

Addenda received:

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**Deadline for Submission:    May 8, 2019 – 11:00 A.M.**

Vendor:
Address:
City, State, Zip Code:
Signature of Bidder:
Title with Company:

