



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

**Request for Bids
for
RAILROAD CROSSINGS
CONCRETE PLANK
MATERIALS**

Deadline Date – January 10, 2023 by 2:00PM

BROWNSVILLE NAVIGATION DISTRICT • 1000 Foust Road • Brownsville, TX 78521
(956) 831-4592 • (800) 378-5395 • Fax (956) 831-5006 • portofbrownsville.com

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NOTICE TO BIDDERS

Notice is hereby given that sealed Bids for RAILROAD CROSSINGS CONCRETE PLANK MATERIALS will be received by the Brownsville Navigation District of Cameron County, Texas.

All Bids must be sealed and delivered to the Brownsville Navigation District, *Director of Finance*, 1000 Foust Road, Brownsville, Texas, on or before January 10, 2023 by 2:00PM. .

**All submittals must be clearly marked on the outside of the envelope:
"Bid for Railroad Crossings Concrete Plank Materials."**

Bids must comply with the requirements set out in the "Request for Bids" which may be obtained from the Director of Engineering, Mr. Ariel Chavez II at achavez@portofbrownsville.com and/or the Port of Brownsville website.

No Bid will be accepted via fax or electronic submission.

THE RIGHT IS HEREBY RESERVED by the Board of Commissioners to reject any and all Bids.

SECTION I GENERAL INFORMATION AND INSTRUCTIONS

General

The Brownsville Navigation District d/b/a The Port of Brownsville (hereinafter referred to as the “District”) is soliciting Bids for Bid for Railroad Crossings Concrete Plank Materials.

1. Each Bidder will read these Specifications with care, since failure to meet each condition or a combination of specified conditions may invalidate the Bid. *Any exceptions to terms requested herein must be clearly noted in writing and be included as a part of the submitted Bid.*
2. **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 date and time set for the deadline for receipt of bids will be returned to the Bidder unopened.
3. The RFB 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 by email to:
Dir of Engineering Services, Mr. Ariel Chavez II at achavez@portofbrownsville.com
4. The District reserves the right to purchase more or less than indicated on this solicitation, and the District reserves the right to not purchase anything under this solicitation.

Reservation of Rights

The District expressly reserves the right to:

- Accept one or more Bid(s).
- Reject any and all Bids received, or portion thereof.
- Cancel the entire RFB.
- Issue a subsequent RFB.
- Remedy technical errors in the RFB process.
- Waive informalities and irregularities.
- Contact any Bidder for clarification after the Bids are opened.
- Negotiate with any, all, or none of the respondents to the RFB.
- Accept any Bid in whole or part, whether there are negotiations subsequent to its receipt. If subsequent negotiations take place, they shall not constitute a rejection or an alternate RFB.

Timetable

1. These Specifications are to be released for action on or about December 27, 2022 .
2. The last date for written questions to be received from Bidders is January 05, 2023 .
3. The last date for the issuance of an addendum is January 06, 2023 .
4. **Bids must be received by the District's *Director of Finance*, no later than January 10, 2023 by 2:00 PM**

Applicants are cordially invited to the Bid opening but are not required to attend.

It is anticipated that the award of the bid will be made at a meeting of the District's Board of Commissioners to be held at January 18, 2023 .

Bidders are welcome to attend this meeting, but attendance is not required.

It is anticipated that the successful Bidder(s) will be notified on or about January 19, 2023.

Public opening of RFB via telephone/video conference meeting

Applicants are cordially invited to the Bid opening via telephone/video call (attendance is optional).

Join by phone:

Dial-in Information: (712) 775-7465 Participant Code: 611086

Preparation of Bid

The Bidder shall prepare their bid on the attached bid forms with attachments as necessary to fulfill the specifications contained herein.

Public Information Act

The Brownsville Navigation District is a political subdivision of the State of Texas subject to the requirements of the Public Information Act, and therefore, any information submitted in response to the invitation for bids (or request for proposals, etc.) may be considered public information unless it is made confidential or is exempt from disclosure under Texas law.

Submission of Bid

2 copies of the Bid shall be submitted in a **sealed** envelope. Each envelope or package must be addressed as follows:

**Brownsville Navigation District
Director of Finance
1000 Foust Road
Brownsville, Texas 78521**

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

“
**Bid for
Railroad Crossings Concrete Plank
Materials**
”

Submittals by the Bidders in response to this RFB shall become the property of the District. The District shall not be responsible for the Respondent's costs associated with submitting of a response.

Authorized Signature

All Bids must be signed by persons who have legal authority to bind the Bidder to items and prices that are reflected in the bid.

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 up to ninety (90) days after said closing date for acceptance of bids. The successful low 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.

Interpretation of Specifications

If any person contemplating submitting a Bid is in doubt as to the true meaning of any part of these Specifications, they may submit to **Director Engineering Services,**

Mr. Ariel Chavez II at achavez@portofbrownsville.com

a written request for interpretation thereof. Requests for interpretation must be received by January 5, 2023 . Bidders shall not seek to influence any District Board members or District staff, directory or indirectly through others, as such contact may result in disqualification.

Addendums to Request for Bids

If it becomes necessary to revise any part of this RFB, a written addendum will be posted on the Port of Brownsville web site, under "Business with the Port/Procurement". **It will be the responsibility of each Bidder to verify that they have received all addendums.** Bidders must acknowledge on the Bidder's Acknowledgement Form (**Attachment A**) the receipt of all addendums in order for their Bid to be considered. The District is not bound by any oral representations, clarifications, or changes made in the written specifications by the District's employees.

Criteria Used in Evaluating Bids

1. Bids will be carefully evaluated for cost effectiveness and for compliance with the requirements contained in the Specifications.
2. The District reserves the right to award to a vendor who is a Local Business and whose bid price is within 3% of the lowest price for purchases of real property or personal property that is not affixed to real property.

Compliance with Laws

All Bidders involved shall observe and comply with all regulations, laws, ordinances, etc., of local, state, and federal governments as they apply to this bidding process.

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). Further information regarding this form may be found on the Texas Ethics website, and instructions will be provided to the successful Bidder.

Texas Government Code Chapter 2270 Prohibition on Boycotting Israel

Companies doing business with the Brownsville Navigation District, a governmental entity, are prohibited from boycotting Israel during the term of the purchase agreement resulting from this bidding process. Bidders will be required to provide a written verification that they do not boycott Israel and that they will not boycott Israel during the term of the agreement.

Award of the Bid

Award of the bid shall be based on the lowest base Bid, subject to the 3% Local Preference Option, if applicable.

Disclosure of Sub-contractors

The Bidder shall disclose and provide contact information for the anticipated use of any sub-contractor. The Bid submitted to the District shall identify each sub-contractor and the specific elements and items for which each will be responsible. Following the award of the RFB no additional subcontracting will be allowed without the prior written consent of the District.

Determination of Compliance with Specifications

The Director of Engineering Services or his designee will be responsible for assuring that the delivered product/service complies with the successful Bidder's Bid and will make the final determination of compliance. This examination will take place on the date of delivery or within a reasonable time thereafter. If it is rejected for failure to comply with the Specifications, it shall be the responsibility of the Bidder to remove it from the District's premises at their expense.

Delivery

The successful Bidder will be expected to deliver the requested goods within the specified delivery period, if any.

Confidentiality

Bidders shall certify that any confidential information obtained from the District shall not be made available, reproduced, sold, distributed or otherwise published or disseminated to any person or entity, except as is necessary for the Bidder to provide the equipment required by the RFB. The Bidder must also agree to notify the District of any instances that the confidentiality of any information to which it has been given access has been breached.

Terms of Payment

Funds will be paid to vendor until completion, acceptance and fulfillment of the purchase obligation to the District.

Billing address for invoices under this RFB is:

**Brownsville Navigation District
Finance Department
1000 Foust Road
Brownsville, TX 78521**

Electronic invoicing may be submitted to vendor@portofbrownsville.com

Insurance Requirements

The successful Vendor shall not commence work under this agreement until all of the insurance required has been obtained and certificates of insurance are on file and approved by the Brownsville Navigation District. Approval of the insurance by the Brownsville Navigation District shall not relieve or decrease the liability of the successful Vendor.

The successful Vendor shall provide and maintain for the duration of this agreement, the following minimum coverage:

| Type of Coverage | Limit of Liability |
|---|------------------------|
| Worker's Compensation | Statutory |
| Employer's Liability | \$1,000,000.00 |
| Comprehensive General Liability | |
| -Bodily Injury | \$1,000,000/occurrence |
| -Property Damage | \$1,000,000/occurrence |
| -Comprehensive Automotive Liability | \$1,000,000/occurrence |
| Coverage to include: | |
| -All owned vehicles | \$1,000,000/occurrence |
| -All non-owned vehicles | \$1,000,000/occurrence |
| -All hired vehicles | \$1,000,000/occurrence |
| <i>All policies must be endorsed with a Waiver of Subrogation in favor of the Brownsville Navigation District d/b/a Port of Brownsville.</i> | |

All insurance shall be at the sole cost and expense of the successful Vendor. All the liability coverages cited shall name the Brownsville Navigation District as an additional insured as its interest may appear. The policy or policies shall contain a clause that the insurer will not cancel or change the policy or policies without first giving the District sixty (30) days prior written notice.

SECTION II

SPECIFICATIONS

SECTION II

SPECIFICATIONS

Delivery:

- *Delivery must be performed by the material provider.
- *Expected delivery period must be stated.

Itemized Costs:

- *Vendor must submit itemized quote the requested material and any applicable delivery costs.

Specifications:

- *Supplier must comply with the General Manufacturing Specifications for Road Crossings with Concrete Panels by Union Pacific Engineering Standards (Attached).

MATERIAL SPECIFICATIONS:

- 1) STRUCTURAL STEEL SHALL CONFORM TO ASTM A-36 SPECIFICATIONS. WELDING TO BE PER AWS CODE.
- 2) ALL EXPOSED STEEL TO RECEIVE ONE COAT PRIMER.
- 3) END ANGLES FOR GAGE PANEL SHOULD HAVE 3" GAP MINIMUM TO IMPROVE SHUNT RESISTANCE. REINFORCING MATERIAL AND CLADDING TO BE CONSTRUCTED TO MEET SHUNTING REQUIREMENT. A NON-CONDUCTIVE SPACER TO BE ATTACHED TO GAGE FRAME.
- 4) CLADDING ON ENDS OF PANELS SHOULD EXTEND BEYOND CONCRETE 1/8" (+1/8", -0") TO IMPROVE MATCH WITH ADJACENT PANELS.
- 5) REINFORCING STEEL SHALL CONFORM TO CURRENT ASTM A615 SPECIFICATION, GRADE 60. IF ANY WELDING OF REINFORCEMENT STEEL IS REQUIRED, MATERIAL SHALL CONFORM TO ASTM A706 SPECIFICATION, GRADE 60.
- 6) CONCRETE MATERIAL MIXING, PLACING AND CURING TO BE IN ACCORDANCE WITH PCI "MANUAL FOR QUALITY CONTROL: PRECAST AND PRESTRESSED CONCRETE," MANUAL 115, EDITION 4. CEMENT SHALL HAVE NO MORE THAN 0.6% TOTAL ALKALI CONTENT. MAXIMUM WATER/CEMENT RATIO=0.44 (BY WEIGHT). AIR ENTRAINMENT=6%+/- 1% IN PLASTIC CONCRETE. SLUMP 3" MAXIMUM.
- 7) COPIES OF THE CONCRETE DESIGN MIX TO BE SUBMITTED TO RAILROADS FOR APPROVAL PRIOR TO THE START OF THE CASTING OPERATION.
- 8) TOP SURFACE SHALL BE NON-CRACK DESIGN AND IS TO BE SEALED TO PREVENT ION MIGRATION DUE TO SALTING.
- 9) CURING SHALL FOLLOW THE RECOMMENDATIONS AND PROCEDURES OF PCI IN 4TH EDITION DIVISION 4.
- 10) 3/16" WEEP/INSPECTION HOLES SHALL BE PLACED EVERY 2-FT. MIN. ALONG THE TOP OF THE STEEL FRAME ALONG A LINE 3/4" FROM OUTSIDE EDGE.
- 11) FLANGEWAY FILLER TO BE PERMANENTLY PREATTACHED AND HAVE THE FOLLOWING PROPERTIES:
 - * A SAMPLE SECTION OF THE FLANGEWAY MATERIAL SHALL BE PHYSICALLY TESTED BY APPLYING A LATERAL FORCE OF 10 LB/IN AT 50 DEGREES CELSIUS. THE MAXIMUM LATERAL DISPLACEMENT OF THE TEST IS NOT TO EXCEED 1/4" (CROSSING TYPE 10C ONLY). TEST RESULTS MUST BE SUBMITTED FOR RAILROAD APPROVAL.
 - * MANUFACTURER TO DESIGN THE PREATTACHED FLANGEWAY FILLER TO ALLOW FOR REMOVAL OF PANELS FOR MAINTENANCE WITHOUT DAMAGING THE FLANGEWAY FILLER OR ANY OTHER COMPONENTS DESIGNED TO HOLD IT TOGETHER.

* SEE PAGE 2 FOR MATERIAL SPECIFICATIONS.

TOLERANCES:

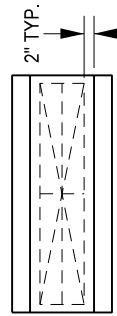
- 1) OUT OF SQUARE 3/16" (MEASURED ALONG THE DIAGONAL)
- 2) LENGTH, WIDTH, AND THICKNESS: +/-1/8"
- 3) THE BOTTOM SURFACE, WHICH WILL BE IN CONTACT WITH THE TIES, SHALL NOT UNDULATE IN ANY DIRECTION MORE THAN 3/32". SEE SPECIAL TESTING NOTE 3 BELOW.
- 4) REINFORCEMENT PLACEMENT SHALL BE +/-3/4" HORIZONTAL, +/-1/8" VERTICAL.

FINISH:

- 1) ALL RECESSES AND MINOR CONCRETE SPALLS ARE TO BE FILLED AND FINISHED TO THE PANEL DIMENSIONS USING THE PROPER BONDING AGENT AND REPAIR MATERIAL. SURFACE OF THE REPAIRED AREA IS TO MATCH THE COLOR AND TEXTURE OF THE SURROUNDING AREAS.
- 2) THE DRIVING SURFACE IS TO HAVE A LIGHT BROOM FINISH OR AS APPROVED BY RAILROADS. THE ADDITION OF WATER TO THE CONCRETE SURFACE FINISH DURING CASTING IS NOT PERMITTED.

SPECIAL TESTING:

- 1) TWICE ANNUALLY, VENDORS SHALL SUBMIT (VIA AN INDEPENDENT TESTING LABORATORY TO THE RAILROADS) THE FOLLOWING TEST ON THE APPROVED MIXED DESIGN
 - * ASTM C666 FREEZE/THAW
 - * ASTM C227 MORTAR BAR METHOD
 - * ASTM C1260 AT TOTAL ALKALI BURDEN = 0.06%
- 2) GAUGE PANELS SHALL BE DESIGNED WITH SHUNT RESISTANT FEATURES IN ORDER TO PROVIDE A MINIMUM ELECTRICAL RESISTANCE IN ACCORDANCE WITH THE STANDARD ELECTRICAL TEST (DWG 500930).
- 3) A REPRESENTATIVE SAMPLE OF PANELS SHALL BE CHECKED PERIODICALLY FOR BOTTOM FLATNESS BY USING A STRAIGHT EDGE CALIBRATED TO WITHIN +/-1/32" AND A TAPER GAUGE AS FOLLOWS:
8 POSITIONS OF FLATBAR (---) CHECK FLATNESS AT EACH POSITION USING TAPER GAUGE.



GENERAL:

- 1) THE MANUFACTURER SHALL BE ISO 9000 OR AAR M-1003 CERTIFIED. ALL TESTING PERSONNEL SHALL BE A MINIMUM OF ACI LEVEL I CERTIFIED.
- 2) THE FABRICATOR SHALL BE RESPONSIBLE FOR LOADING AND PROPERLY SECURING ALL PRECAST CONCRETE MEMBERS FOR SHIPMENT.
- 3) THE MANUFACTURER SHALL WARRANTY PRODUCT FOR A MINIMUM OF TEN YEARS AGAINST DEFECTS IN MATERIALS AND WORKMANSHIP.
- 4) MANUFACTURER TO PERMANENTLY MARK EACH PANEL WITH A CONCRETE IMPRINT FOR SIZE OF RAIL, WEIGHT OF PANEL, MANUFACTURER'S I.D., MONTH/DAY/YEAR OF MANUFACTURE, AND CROSSING TYPE. END OF EACH PANEL TO BE STENCILED PAINTED WITH SIZE OF RAIL, WEIGHT OF PANEL AND CROSSING TYPE.

UNION PACIFIC RAILROAD ENGINEERING STANDARDS

GENERAL MANUFACTURING SPECIFICATIONS FOR ROAD CROSSINGS WITH CONCRETE PANELS



ADOPTED: SEP. 21, 2020
REVISED:
FILE NO.: 0308

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NON-CONDUCTIVE FILLER COMPOUND MATERIAL SPECIFICATIONS

AN ALL EPDM BASED COMPOUND IS TO BE USED IN THE UPRR ATTACHED CONCRETE PANEL FILLERS. IT IS TO HAVE SUPERIOR WEATHERING, AGING AND HEAT RESISTANCE CHARACTERISTICS AND IS TO BE MADE USING ONLY NON-CONDUCTIVE INGREDIENTS AND PIGMENTED SO IT IS A NON-MARKING GRAY OR BLACK COLOR.

THE COMPOUND MEETS LINE CALLOUT ASTM D2000 3BA714, A14, B13, C12, F17, Z1, Z2, Z3, Z4, Z5, Z6, Z7
 Z1 = ULTIMATE ELONGATION INCREASE TO 400%
 Z2 = HARDNESS INCREASE TO 75 +/- 5 SHORE A
 Z3 = ADD COMPRESSION SET AT 257°F
 Z4 = ADD FLUID RESISTANCE TEST
 Z5 = ADD VOLUME RESISTIVITY TEST
 Z6 = ADD MEGGAR TEST
 Z7 = ADD TEAR STRENGTH

| PHYSICAL PROPERTIES | UNIT | REQUIRED | LIMIT | TEST METHOD | TESTING FREQUENCY | |
|----------------------------------|-------------------------------|------------------------|------------|---|-------------------|--------------------|
| | | | | | BATCH | 5TH BATCH ANNUALLY |
| TENSILE STRENGTH | PSI | 1400 | MIN | ASTM D412 | | X |
| ELONGATION | % (Z1) | 400 | MIN | ASTM D412 | | X |
| HARDNESS | SHORE "A" (Z2) DURO POINTS | 75 | +/- 5 | ASTM D2240 | X | |
| HEAT RESISTANCE: | | | | | | |
| TENSILE STRENGTH | % CHANGE | -25 | MAX | ASTM D573 70 HRS @ 212°F | | X |
| ELONGATION | % CHANGE | -25 | MAX | | | |
| HARDNESS | POINTS CHANGE | +10 | MAX | | | |
| COMPRESSION SET | % (Z3) | | | ASTM D395 B | | |
| | | 25 | MAX | 22 HRS @ 158°F | | X |
| | | 75 | MAX | 22 HRS @ 257°F | | |
| OZONE RESISTANCE | N/A | PASS | NO CRACKS | ASTM D1171 METHOD B 70 HRS @ 50 ppm @ 104°F | | X |
| FLUID RESISTANCE | % CHANGE (Z4) | +/- 5 | MAX | ASTM D471 (WATER) 70 HRS @ 212°F | | X |
| LOW TEMPERATURE BRITTLENESS | N/A | PASS | NO CRACKS | ASTM D2137 CONDITIONED 3 MIN @ -40°F IN METHANOL | | X |
| VOLUME RESISTIVITY | OHM-CM (Z5) | 1.0 X 10 ¹² | MIN | ASTM D257 (DRY) | | X |
| VOLUME RESISTIVITY | OHM-CM (Z5) | 1.0 X 10 ¹¹ | MIN | ASTM D257 (CONDITIONED IN AN 18% NaCl SOLUTION FOR 168 HRS @ 25°C) | | X |
| VOLUME RESISTIVITY - COMPRESSION | OHM-CM (Z5) | 1.0 X 10 ¹² | SEE NOTE 1 | VOL RESISTIVITY ASTM D257 WHILE UNDER COMPRESSION PER ASTM D575 A (SEE NOTE 10) | | X |
| MEGGAR TEST | OHM (Z6) | 2G OHM | SEE NOTE 1 | UPRR TEST (SEE NOTE 11) | X | |
| TEAR STRENGTH | lb/in (Z7) | 150 | MIN | ASTM D624 DIE "C" | | X |
| RHEOMETER | N/A | NONE | SEE NOTE 1 | ASTM D2084 | X | |
| SPECIFIC GRAVITY | SG | NONE | SEE NOTE 1 | ASTM D297 | X | |

- NOTES:
- TEST RESULTS FROM A REPRESENTATIVE SAMPLE ALONG WITH RECOMMENDED TOLERANCES ARE TO BE SUBMITTED TO UPRR FOR REVIEW AND APPROVAL.
 - A SAMPLE OF THE PROPOSED MATERIAL IS TO BE SUBMITTED TO UPRR FOR REVIEW AND APPROVAL.
 - MATERIAL SPECIFICATIONS APPLY TO BOTH GAGE SIDE AND FIELD SIDE FLANGWAY MATERIAL.
 - ANY CHANGES IN MATERIAL COMPOSITION OF THE APPROVED SAMPLE WILL REQUIRE PRIOR APPROVAL FROM UPRR.
 - MANUFACTURER SHALL BE ISO 9001-2000 OR AAR M-1003 CERTIFIED.
 - ALL PERSONNEL CONDUCTING MATERIAL TESTING SHALL BE AALA CERTIFIED FOR CONDUCTING MECHANICAL TESTING. ANY ALTERNATIVE LAB ACCREDITATION WILL REQUIRE PRIOR APPROVAL.
 - MANUFACTURER SHALL MAINTAIN RECORDS FOR 10 YEARS AND RECORDS ARE TO BE OPEN TO REVIEW BY AUTHORIZED UPRR REPRESENTATIVES.
 - MANUFACTURER TO WARRANTY MATERIALS FOR 10 YRS.
 - EACH BATCH SHALL BE MARKED WITH A UNIQUE IDENTIFIER THAT WILL PERMIT TRACKING OF THE MATERIAL. EACH SAMPLE SHALL BE MARKED INDICATING IT IS "UPRR APPROVED".
 - REFER TO: VOLUME RESISTIVITY - COMPRESSION TESTS FOR ANNUAL MATERIAL CERTIFICATION 12-20-05
 - REFER TO: INSULATION RESISTANCE TESTING OF CONCRETE CROSSING PANEL FLANGWAY FILLER - BOTH CENTER AND FIELD PANELS 12-19-05

UNION PACIFIC RAILROAD ENGINEERING STANDARDS

GENERAL MANUFACTURING SPECIFICATIONS FOR ROAD CROSSINGS WITH CONCRETE PANELS



ADOPTED: SEP. 21, 2020
 REVISED:
 FILE NO.: 0308

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SECTION III

BID FORMS

Bid Form

RAILROAD CROSSINGS CONCRETE PLANK MATERIALS

BIDDER Agrees to supply all the materials provided by owner for the following Unit Prices (which include any and all applicable taxes and fees):

January 10, 2023

| # | DESCRIPTION | EST. QTY. | UNIT COST | AMOUNT |
|--|---|-----------|-----------|--------|
| RAILROAD CROSSINGS CONCRETE PLANKS MATERIALS | | | | |
| 1 | Concrete Railroad Crossing Panels- 8'1-1/2" Length, 10' Width for 115# rail for use on 10' wood ties. Including all required panel hardware and tools for installation. | 812.50 TF | | |
| TOTAL BASE BID: | | | | |

DELIVERY DATE: _____

NOTES:

- The Brownsville Navigation District is exempt from sales taxes.
- The BIDDER, in compliance with your invitation for bids for the "RAILROAD CROSSINGS CONCRETE PLANK MATERIALS" supply, having examined the related documents, and being familiar with all of the conditions surrounding the delivery of the proposed materials, hereby proposes to furnish materials and supplies, within the time set forth herein, and at the attached unit prices. These price(s) are to cover all expenses incurred in performing the work required under the contract documents, of which this bid is a part. These price(s) are firm and shall not be subject to adjustment provided this Bid is accepted within ninety (90) days after the time set for receipt of bids.

Attachments to this RFB that are required:

1. Respondent's Acknowledgement Form
2. Vendor Registration and Conflict of Interest Questionnaire
3. Government Code Chapter 2270 and 2252 Disclosure Statement
4. Statement of Non-Collusion

The following required forms can also be found at www.portofbrownsville.com – Business With the Port / Vendor Information

- Vendor Registration Form
- Conflict of Interest Questionnaire

BROWNSVILLE NAVIGATION DISTRICT
Bidder's Acknowledgment 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 comply with these Specifications at the prices quoted. 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.

Addendums received:

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



To Vendors Doing Business with Brownsville Navigation District:

The Texas legislature passed two pieces of legislation that affect the relationship between the Brownsville Navigation District and its vendors. The Board of Commissioners of the Brownsville Navigation District has incorporated these new requirements into the *Code of Ethics* already in place for the District.

The District will now require that any vendor seeking to do business with the Brownsville Navigation District must file certain documents on an annual basis in order to be able to be awarded a purchase contract or a purchase order for goods or services. These forms are:

1. Vendor Registration Form
2. Conflict of Interest Questionnaire

These forms must be re-filed on an annual basis. Copies of the required forms and a full copy of the *Code of Ethics* are available on the District's website at:

www.portofbrownsville.com

Conflict of Interest Questionnaires can be found at the Texas Ethics Commission web site at:

<http://www.ethics.state.tx.us/forms/CIQ.pdf>

Conflict of Interest Questionnaires must be filed in regard to the Brownsville Navigation District "local government officers" which include the Navigation District Commissioners, the Port Director and CEO and the Deputy Port Directors. A listing of these persons is enclosed. Completed forms are to be filed with my office.

Please do not hesitate to contact me should you have any questions regarding these forms.

Sincerely yours,

Mr. Zeus Yanez,
Director of Finance
(956) 838-7023 Fax (956) 831-5106
zyanez@portofbrownsville.com

encl:

Brownsville Navigation District
1000 Foust Road / Brownsville, Texas 78521 / (956) 831 -4592 / (800) 378-5395 / Fax (956) 831-5106
www.portofbrownsville.com

BROWNSVILLE NAVIGATION DISTRICT ADMINISTRATION
"LOCAL GOVERNMENT OFFICERS"
Board of Navigation and Canal Commissioners

Esteban Guerra
Chairman

Ralph Cowen
Vice Chairman

John Wood
Secretary of the Board

Sergio Tito Lopez
Commissioner

John Reed
Commissioner

Administration

Eduardo A. Campirano – Port Director & CEO

Ariel Chávez II, PE/RPLS – Director of Engineering Services

Michael Davis – Harbor Master

Carlos L. Garcia – Chief of Police

Zeus Yanez – Director of Finance

Jose Herrera– Director of Facilities Maintenance

Jaime Martinez - Director of Human Resources

Jorge Montero – Director of Communications

Margie Recio – Director of Administrative Services

Antonio Rodriguez – Director of Cargo Services

Janie Velazquez – Manager of Real Estate Services

Brownsville Navigation District Vendor Registration Form

Please complete this form to give the District your contact information for use during an RFP/RFB process or to open or update a vendor account

| | |
|--|--|
| Date: | Name of Person Providing Information: |
| If you are currently participating in an RFP process for the District, please indicate the RFP/RFB title: | |
| If you are interested in receiving a notice when an RFP/RFB is available, please indicate your areas of interest | |
| <input type="checkbox"/> Construction Contracts | <input type="checkbox"/> Security Services |
| <input type="checkbox"/> Property/Liability Insurance | <input type="checkbox"/> Bank Depository |
| <input type="checkbox"/> Group Insurance | Other: |
| <input type="checkbox"/> Salvage Offerings | |
| <input type="checkbox"/> Uniform Service | |

| | |
|------------------|-------------------|
| Vendor Name | Web Site |
| Contact Person: | Fax Number: |
| Phone Number: | eMail Address: |
| Mailing Address: | Physical Address: |

| | |
|---|---------------------------------|
| Form of Business <i>(Individual/Sole Proprietor/Partnership/Corporation/Other)</i> | Taxpayer Identification Number: |
|---|---------------------------------|

Please return this form by fax to (956) 831-5106 or by email to vendor@portofbrownsville.com

Signature of Person Providing Information

| | |
|---|--|
| This vendor is not a Listed Company as per: Section 2252 of the Texas Government Code Federal Debarred List - SAM.gov | _____ Signature of Purchasing Auditor |
|---|--|

CONFLICT OF INTEREST QUESTIONNAIRE

FORM CIQ

For vendor or other person doing business with local governmental entity

OFFICE USE ONLY

Date Received

This questionnaire is being filed in accordance with chapter 176 of the Local Government Code by a person doing business with the governmental entity.

By law this questionnaire must be filed with the records administrator of the local government not later than the 7th business day after the date the person becomes aware of facts that require the statement to be filed. See Section 176.006, Local Government Code.

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

1 Name of person doing business with local governmental entity.

2

☐

Check this box if you are filing an update to a previously filed questionnaire.

(The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than September 1 of the year for which an activity described in Section 176.006(a), Local Government Code, is pending and not later than the 7th business day after the date the originally filed questionnaire becomes incomplete or inaccurate.)

3

Describe each affiliation or business relationship with an employee or contractor of the local governmental entity who makes recommendations to a local government officer of the local governmental entity with respect to expenditure of money.

4

Describe each affiliation or business relationship with a person who is a local government officer and who appoints or employs a local government officer of the local governmental entity that is the subject of this questionnaire.

CONFLICT OF INTEREST QUESTIONNAIRE

For vendor or other person doing business with local governmental entity

FORM CIQ

Page 2

5 Name of local government officer with whom filer has affiliation or business relationship. (Complete this section only if the answer to A, B, or C is YES.)

This section, item 5 including subparts A, B, C & D, must be completed for each officer with whom the filer has affiliation or business relationship. Attach additional pages to this Form CIQ as necessary.

A. Is the local government officer named in this section receiving or likely to receive taxable income from the filer of the questionnaire?

☐

Yes

☐

No

B. Is the filer of the questionnaire receiving or likely to receive taxable income from or at the direction of the local government officer named in this section AND the taxable income is not from the local governmental entity?

☐

Yes

☐

No

C. Is the filer of this questionnaire affiliated with a corporation or other business entity that the local government officer serves as an officer or director, or holds an ownership of 10 percent or more?

☐

Yes

☐

No

D. Describe each affiliation or business relationship.

6 Describe any other affiliation or business relationship that might cause a conflict of interest.

7

Signature of person doing business with the governmental entity

Date

Brownsville Navigation District Statement of Non-Collusion

The undersigned hereby certifies that they are duly authorized to execute this Bid and that this company, corporation, firm, partnership or individual has not prepared this Bid in collusion with any other Applicant or Port employee, and that the contents of this Bid as to prices, terms or conditions of said Bid have not been communicated by the undersigned nor by any employee or agent to any other person engaged in this type of business prior to the official opening of this Bid.

Company:

Address:

Phone:

Fax:

Applicant:

(Print Name)

Applicant:

(Signature)

Title:

Signature of Company Officer
Authorizing this
Bid:

Company
Officer:

(Print Name)

Officer's
Title:

Note: This form must be filled out and submitted with the sealed Bid.

Texas Government Code Sections 2270.002 and 2252.152

Disclosure Statement

The undersigned business entity hereby represents and warrants that the following statements are true and correct:

- (a) Pursuant to Section 2270.002, Texas Government Code, we hereby represent that we do not boycott Israel (as defined in Section 2270.002, Texas Government Code) and, subject to or as otherwise required by applicable Federal law, including, without limitation, 50 U.S.C. Section 4607, we agree not to boycott Israel during the term of this purchase agreement.
- (b) We hereby acknowledge that (a) we do not engage in business with Iran, Sudan, or any foreign organization and (b) we are not listed by the Texas Comptroller as described in Section 2252.152, Texas Government Code.

| |
|--|
| Company Name |
| Authorized Signature |
| Print Name and Position with the Company |
| Date |