

## PUBLIC NOTICE

Notice is hereby given that the County of Webb is now soliciting Request for Qualification for Consulting Services related to the Eagle Ford Shale region.

### Request for Qualifications

#### RFQ–2012-305 "Consulting Services for Eagle Ford Shale"

**Request for Qualifications must be submitted in one (1) original and eight (8) copies in sealed envelopes to the Office of the Webb County Clerk's. Sealed envelopes must be marked (sealed-Proposals) with RFQ number and title on front of lower left-hand corner of envelopes.**

RFQ's will either hand delivered or mailed to the following location:

**Webb County Clerk  
Webb County Justice Center  
1110 Vitoria St. Suite 201  
Laredo, Texas 78042-0029**

Request for Qualifications must be delivered no later than Thursday **January 10, 2013 at 2:00** p.m. at which time all Requests for Qualifications received will be opened and read to the public.

If additional information is requested please contact, Leticia Gutierrez at the Webb County Purchasing Department, 1110 Washington St. Suite 101 (956)523-4127, Laredo, Texas 78041. Please visit our Web-site for a copy of Request for Qualifications notice under purchasing department [www.webbcountytx.gov](http://www.webbcountytx.gov).

The County of Webb reserves the right to reject any and all Request for Qualifications.



Dr. Cecilia May Moreno  
Purchasing Agent

THIS FORM MUST BE INCLUDED WITH Bid Package; PLEASE CHECK OFF EACH ITEM AND SIGN

“Sealed RFQ”

RFQ-2013-305 “Consulting Service for Eagle Ford Shale”

- Notice of Bidders
- Scope of Work
- Price Quote Sheet (must be signed)
- Conflict of Interest
- Qualifier Information Form (required)
- Proof of No Delinquent Tax Owed to Webb County

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Signature

# Request for Qualifications for Consulting Services

## Introduction

Webb County is requesting qualifications of an individual or firm to provide consulting services related to the impact resulting from the oil and gas industry in the Eagle Ford shale region.

## Scope of Services

Service requirements:

1. Development of a strategy and advocacy for Legislative initiatives
  - Tracking of bills
  - Monitoring and reporting on meetings, hearings, and committee sessions
  - Public testimony and agency meetings
2. Research, study, monitor and advise the Webb County Commissioners' Court on the impact the Eagle Ford shale has on Webb County as it relates to
  - Jobs/ wages
  - County roads/infrastructure
  - Economic development
  - Housing
  - Environmental issues
  - Taxes
    - i. Hotel Motel tax
    - ii. Sales tax
    - iii. Property tax
    - iv. Mineral tax
3. What are the needs of the Eagle Ford shale and how can county/city/school government help

4. Awareness and Collaboration with Webb County residents in an effort to better understand the positive impact the Eagle Ford shale has in the community
5. Research, review, monitor and advise on policies related to transportation, environmental, and other issues
6. Identify, monitor and influence state grant opportunities
7. Social issues

Performance measures: Consultant will

1. Begin work immediately
2. Have a monthly court presentation to the Webb County Commissioner's Court
3. Provide written reports as requested by the court (number not to exceed 12)
4. Provide each member of the Webb County Commissioners' Court with telephone and email availability providing immediate access to the consultant
5. Be compensated for services based on a yearly contract amount that will be paid as a monthly installment following an invoice; no other fees will be billed to the court
6. It will be understood that only the Webb County Commissioners' Court thru court action can approve any additional expenses

Schedule of Events:

1. Court approves the solicitation of the RFQ December 26, 2012
2. RFQ is published in the newspaper December 27, 2012 & January 3, 2013
3. RFQ is due at Webb County Clerk's office January 10, 2013
4. RFQ is opened January 10, 2013
5. Webb County Commissioners' Court awards the RFQ January 14, 2013

Where qualifier should direct questions:

1. Questions should be directed to Dr. Cecilia Moreno 956-523-5224 or Leticia Gutierrez 956-523-4127

Evaluation Criteria:

1. Education – 10 points
2. List all work experiences- 10 points
3. List of experiences and years as a consultant related to oil and gas- 20 points
4. List of experiences and years as a consultant related to legislative issues – 20 points
5. List of current year consultant contracts related to Eagle Ford shale – 20 points
6. Fees – 10 points
7. Knowledge of Webb County, its needs, its culture and its strengths- 10 points

**Request for Qualification Fee Form**

**Item 1. Twelve Month Fee**  
**(Not to exceed \$50,000.00)** \$ \_\_\_\_\_

**Item 2. One Year Contract starting date** \_\_\_\_\_

**Item 3. All expenses are included in Item #1 (no reimbursement expenses)**

**Request for Qualifications submittals**

**Pease note that all evaluation information must be submitted as requested**

(Form must be signed)

\_\_\_\_\_  
Signature

## Webb County

### Conflict of Interest Disclosure

Effective January 1, 2006, Chapter 176 of the Texas Local Government Code requires that any vendor or person considering doing business with a local government entity disclose in the Questionnaire Form CIQ, the vendor or person's affiliation or business relationship that might cause a conflict of interest with a local government entity. By law, this questionnaire must be filled with the records administrator of Webb County no later than the 7<sup>th</sup> 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. The questionnaire may be viewed and printed by following the link before:

By submitting a response to this request, the vendor represents that it is in compliance with the requirements of Chapter 176 of the Texas Local Government Code.

The Webb County Officials who come within Chapter 176 of the Local Government Code relating to filing of Conflict of Interest Questionnaire (Form CIQ) include:

1. Webb County Judge Danny Valdez
2. Commissioner Elect Mike Montemayor
3. Commissioner Rosaura Tijerina
4. Commissioner Elect John Galo
5. Commissioner Jaime Canales
6. Judge Oscar Hale, 406<sup>th</sup> Judicial District
7. Judge Joe Lopez, 49<sup>th</sup> Judicial District

Please send completed forms to the Webb County Clerk's Office located at 1110 Victoria, Suite 201, Laredo, Texas 78040.

**CONFLICT OF INTEREST QUESTIONNAIRE**  
For vendor or other person doing business with local governmental entity

**FORM CIQ**

This questionnaire reflects changes made to the law by H.B. 1491, 80th Leg., Regular Session. This questionnaire is being filed in accordance with Chapter 176, Local Government Code by a person who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the person meets requirements under Section 176.006(a).

By law this questionnaire must be filed with the records administrator of the local governmental entity 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 knowingly violates Section 176.006, Local Government Code. An offense under this section is a Class C misdemeanor.

**OFFICE USE ONLY**

Date Received

1 Name of person who has a business relationship 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 the 7th business day after the date the originally filed questionnaire becomes incomplete or inaccurate.)

3 Name of local government officer with whom filer has employment or business relationship.

\_\_\_\_\_  
Name of Officer

This section (Item 3 including subparts A, B, C & D) must be completed for each officer with whom the filer has an employment or other business relationship as defined by Section 176.001(1-a), Local Government Code. 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, other than investment income, from the filer of the questionnaire?

Yes  No

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

Yes  No

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

Yes  No

D. Describe each employment or business relationship with the local government officer named in this section.

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\_\_\_\_\_  
Signature of person doing business with the governmental entity

\_\_\_\_\_  
Date

Qualifier Information

Name of Qualifier: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature of Person Authorized to Sign RFQ:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

Indicate status as to "Partnership", "Corporation", "Land Owner", etc.

\_\_\_\_\_

\_\_\_\_\_  
(Date)

Note:

All submissions relative to these Qualifications shall become the property of Webb County and are nonreturnable.

If any further information is required please call the Webb County Purchasing Agent, Dr. Cecilia May Moreno, at (956)523-4125 or Administrative Assistant, Leticia Gutierrez, at (956)-523-4127.

PROOF OF NO DELINQUENT TAXES OWED TO WEBB COUNTY

Name \_\_\_\_\_ owes no delinquent property taxes to Webb County.

\_\_\_\_\_ owes no property taxes as a business in Webb County.  
(Business Name)

\_\_\_\_\_ owes no property taxes as a resident of Webb County.  
(Business Owner)

\_\_\_\_\_  
Person who can attest to the above information

**\* SIGNED NOTORIZED DOCUMENT AND PROOF OF NO DELINQUENT TAXES TO WEBB COUNTY.**

The State of Texas  
County of Webb

Before me, a Notary Public, on this day personally appeared \_\_\_\_\_, know to me (or proved to me on the oath of \_\_\_\_\_ to be the person whose name is subscribed to the forgoing instrument and acknowledged to me that he executed the same for the purpose and consideration therein expressed.

Given under my hand and seal of office this \_\_\_\_ day of \_\_\_\_\_ 2012.

Notary Public, State of Texas

\_\_\_\_\_

(Print name of Notary Public here)

My commission expires the \_\_\_\_ day of \_\_\_\_\_ 20\_\_.