

PUBLIC NOTICE

Notice is hereby given that the County of Webb is accepting Request for Qualifications for Independent Architect or Engineer to provide owners representation for the Design and Construction for the Webb County Jail and Law Enforcement Complex in Laredo Texas

RFQ-2014-001 "Architect or Engineer Services – Webb County Jail and Law Enforcement Complex"

RFQ 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-RFQ) 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**

RFQ must be delivered no later than **Wednesday, February 12, 2014** at 2:00 p.m. at which time all RFQ's received will be opened and read to the public. Late RFQ's will not be considered.

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 notice and specifications, under purchasing department www.webbcountytx.gov.

The County of Webb reserves the right to reject any and all requests that is in the best interest of Webb County.

Dr. Cecilia May Moreno
Purchasing Agent

Publish: Friday, January 24, 2014
Friday January 31, 2014
Friday February 7, 2014

THIS FORM MUST BE INCLUDED WITH RFQ-PACKAGE; PLEASE CHECK OFF EACH ITEM AND SIGN

“Sealed RFQ”

RFQ-2014-001 “Architect or Engineer Services –Webb County Jail and Law Enforcement Complex”

- Public Notice
- Statement of Work
- Information requested in appendix “1” (required see page 6)
- Provide other information requested (III) (required see page 4)
- Conflict of Interest Forms (required)
- Certification Regarding Debarment (Form H2048) (required)
- Certification Regarding Federal Lobbying (Form 2049) (required)
- Qualifier Information Form (required)
- Proof of No Delinquent Tax Owed to Webb County (required)
- References (required)

Signature

RFQ-2014-001

Architect or Engineer Services – Webb County Jail and Law Enforcement Complex

REQUEST FOR QUALIFICATIONS FOR INDEPENDENT ARCHITECT OR ENGINEER TO PROVIDE OWNERS REPRESENTATION FOR THE DESIGN AND CONSTRUCTION OF THE WEBB COUNTY JAIL AND LAW ENFORCEMENT COMPLEX.

The Webb County Sheriff's Office is soliciting Request for Qualifications (RFQ) for the use of an Architect or Engineer in accordance with Texas Government Code – Sub-Chapter G (Section 2267.305) to serve as a representative to the Sheriff's Office throughout the course of the Jail and law enforcement project. The scope of this initial phase is to secure assistance from Architect/Engineer with the preparation of an RFQ to solicit Design Build Teams to include required design criteria and other relevant data for design build teams to review. Please note that this RFQ is to solicit solely the use of an Architect or Engineer for the duration of this project but initial funding for services are limited to preparation of design criteria, preparation of RFQ for design build delivery method and evaluation of design team submittals. Continuation of Architectural / Engineering services will be subject to future financing of Jail Project.

I. SUBMISSION

1.1 Sealed Responses to Request for Qualifications will be received on or before **2:00 P.M.** on **Wednesday, February 12, 2014** submitted to:

Webb County Clerk

Webb County Justice Center

1110 Victoria St. Suite 201

Laredo, Texas 78042-0029

Note: For questions please contact Leticia Gutierrez, Administrative Assistant email lgutierrez@webbcountytx.gov or Cecilia May Moreno, Purchasing Agent cmaymoreno@webbcountytx.gov

1.2 Unless an exception is granted for good cause, no responses will be accepted after the time set for receipt thereof.

1.3 Qualifications in response to this RFQ must address each component for which qualifications are requested.

1.4 Unless expressly allowed by the Commissioners Court, a response to this Request for Qualifications may NOT be changed, amended, or modified in any manner after submitted; however, a response to this Request for Qualifications may be withdrawn and resubmitted any time prior to the time set for receipt of Qualifications.

1.5 Interested persons submitting qualifications must submit one unbound original (suitable for photocopying) and eight bound copies of their proposal.

1.6 Qualifications shall be typed on standard (8½" by 11") paper, with each page numbered.

1.7 Qualifications shall contain a table of contents and be arranged in such a manner to provide easy reference.

1.8 Qualifications must be signed by a person authorized to bind the person or entity stating the qualifications, and proof of this authority must be submitted with the proposal.

1.9 Qualifications must be accompanied by all information, certificates, letters, etc. required herein or by further directive of the County.

II. **REQUEST FOR QUALIFICATIONS**

2.1 For the purpose of this request for qualifications the existing Webb County Criminal Justice Facilities are the Webb County Jail, The Webb County Sheriff's Office and any other real and/or anticipated property needs and/or renovations necessary to satisfy the Webb County Commissioners Court of future criminal needs of Webb County.

2.2 An independent consulting architect or registered professional engineer (hereinafter "Independent Design Professional"), selected by Webb County on the basis of demonstrated competence and qualifications, shall act as Webb County's representative for purposes of independent, professional assistance and evaluation of technical and qualitative issues for the duration of the design/build work.

2.3 Each respondent must submit a response to the Request for Qualifications attached as Appendix "1" hereto. No fee information should be submitted with this Response.

2.4 The Webb County Sheriff's Office Committee will then proceed to review the responses to the Request for Qualifications. The Webb County Sheriff's Office Committee will rank the Responses in accordance with the criteria set forth in the Request for Qualifications.

2.5 The Selection Criteria to be applied to ranking and selection of responses and proposals is as follows:

SCORING OF QUALIFICATIONS

1.	Respondent's experience	40%
2.	Respondent's technical competence	15%
3.	Respondent's past performance	15%
4.	Respondent's capability to perform	20%
5.	Respondent's innovative approach	10%

In addition to all rights provided by law, Webb County:

- a. reserves the right to reject any or all Respondents;
- b. may waive technical mistakes, informalities or irregularities in any Response received;

- c. may negotiate with any respondent to arrive at an acceptable for award of the contract(s);
- d. reserves the right to select the best deemed Respondent which at the County's sole discretion is determined to be the most advantageous to the County and which it believes to serve the County's best interests;
- e. this document, nor is it the advertisement an offer;
- f. The appendices hereto are incorporated herein for all purposes.

III. Other Information

In addition to the foregoing, the respondent must provide the following information:

- a. form of business (e.g. corporation, sole proprietorship, partnership) and identification and the following information on each member of the team assembled by Respondent for operations;
- b. if a corporation, the date and state of incorporation;
- c. identification of a contact person;
- d. a brief biography of the respondent and its key officers;
- e. identification of all legal claims, demands, or lawsuits filed, threatened or pending against the respondent and/or its principals/officers, and identification of any administrative actions or

warnings taken or issued by any federal, state or local governmental agency with regard to the respondent;

Governing Law and Venue. The contract(s) awarded will be governed by the laws of the State of Texas, and is (are) deemed payable and performable in Webb County, Texas. The venue for all disputes shall lie in Webb County, Texas.

APPENDIX "1"

REQUEST FOR QUALIFICATIONS

I. REQUIRED QUALIFICATIONS OF THE INDEPENDENT DESIGN PROFESSIONAL

The Independent Design Professional shall consult with, advise and protect the interests of Webb County in the planning and procurement of design /build services of a new jail and/or modification of the existing jail, hereinafter referred to as the ("Facility"). The Independent Design Professional will act as the Owners Representative for the planning, issuance and evaluation of Qualifications and Proposals, and assistance with Contract award. Following contract award, the Independent Design Professional shall provide independent consulting services, construction observation, inspection, owners representative/construction/management service, and other services which are consistent for projects of this type including, consultation with Webb County, and it's selected Design/Builder as needed in the planning, design, preparation of construction documents, and assistance with construction administration.

- 1.1 Provide (NO LESS THAN) five (5) examples of county jails and/or detention facilities which your company has designed, renovated and/or provided project management on new construction of Jail facilities, which have been constructed within the State of Texas; which have been reviewed and approved by the Texas Commission on Jail Standards.
 - Name of project
 - Location of project
 - Size (square feet)
 - Cost of project
 - Year completed

- 1.2 As this project is unique as a County Jail, describe your understanding of the border/law enforcement situation in Webb County.

- 1.3 Describe your ability to assist Webb County in evaluating financing options.
- 1.4 Describe your ability to establish the architectural program and specifications necessary to be included in the design/build Request for Qualifications.
- 1.5 Describe your ability to assist Webb County in planning, preparation, issuance and evaluations of Requests for Qualifications and Proposals reflecting the complex and extraordinary programmatic needs of this project.
- 1.6 Describe your ability to assist Webb County with negotiating contracts, after Proposal evaluations.
- 1.7 Describe your relationship with the Texas Commission on Jail Standards and your knowledge of and the ability to successfully achieve the required approvals by the Texas Commission on Jail Standards.
- 1.8 Describe your Construction Document review process.
- 1.9 Describe your design, construction and payment request review process.
- 1.10 Shall procure and maintain professional liability insurance in an amount of at least \$1,000,000.00 per occurrence with an insurance company licensed to do business in this State and acceptable to the County.

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 filed with the records administrator of Webb County no 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. 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 Mike Montemayor
3. Commissioner Rosaura "Wawi" Tijerina
4. Commissioner John Galo
5. Commissioner Jaime Canales
6. Judge Joe Lopez, Chairman, 49th Judicial District
7. Judge Becky Palomo, 341st Judicial District
8. Judge Monica Notzon, 111th 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.

4

Signature of person doing business with the governmental entity

Date

CERTIFICATION
REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY
EXCLUSION FOR COVERED CONTRACTS

PART A.

Federal Executive Orders 12549 and 12689 require the Texas Department of Agriculture (TDA) to screen each covered potential contractor to determine whether each has a right to obtain a contract in accordance with federal regulations on debarment, suspension, ineligibility, and voluntary exclusion. Each covered contractor must also screen each of its covered subcontractors.

In this certification "contractor" refers to both contractor and subcontractor; "contract" refers to both contract and subcontract.

By signing and submitting this certification the potential contractor accepts the following terms:

1. The certification herein below is a material representation of fact upon which reliance was placed when this contract was entered into. If it is later determined that the potential contractor knowingly rendered an erroneous certification, in addition to other remedies available to the federal government, the Department of Health and Human Services, United States Department of Agriculture or other federal department or agency, or the TDA may pursue available remedies, including suspension and/or debarment.
2. The potential contractor will provide immediate written notice to the person to which this certification is submitted if at any time the potential contractor learns that the certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
3. The words "covered contract", "debarred", "suspended", "ineligible", "participant", "person", "principal", "proposal", and "voluntarily excluded", as used in this certification have meanings based upon materials in the Definitions and Coverage sections of federal rules implementing Executive Order 12549. Usage is as defined in the attachment.
4. The potential contractor agrees by submitting this certification that, should the proposed covered contract be entered into, it will not knowingly enter into any subcontract with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the Department of Health and Human Services, United States Department of Agriculture or other federal department or agency, and/or the TDA, as applicable.

Do you have or do you anticipate having subcontractors under this proposed contract?

Yes

No

5. The potential contractor further agrees by submitting this certification that it will include this certification titled "Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion for Covered Contracts" without modification, in all covered subcontracts and in solicitations for all covered subcontracts.
6. A contractor may rely upon a certification of a potential subcontractor that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered contract, unless it knows that the certification is erroneous. A contractor must, at a minimum, obtain certifications from its covered subcontractors upon each subcontract's initiation and upon each renewal.
7. Nothing contained in all the foregoing will be construed to require establishment of a system of records in order to render in good faith the certification required by this certification document. The knowledge and information of a contractor is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
8. Except for contracts authorized under paragraph 4 of these terms, if a contractor in a covered contract knowingly enters into a covered subcontract with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the federal government, Department of Health and Human Services, United States Department of Agriculture, or other federal department or agency, as applicable, and/or the TDA may pursue available remedies, including suspension and/or debarment.

PART B. CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION FOR COVERED CONTRACTS

Indicate in the appropriate box which statement applies to the covered potential contractor:

- The potential contractor certifies, by submission of this certification, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this contract by any federal department or agency or by the State of Texas.
- The potential contractor is unable to certify to one or more of the terms in this certification. In this instance, the potential contractor must attach an explanation for each of the above terms to which he is unable to make certification. Attach the explanation(s) to this certification.

Name of Contractor	Vendor ID No. or Social Security No.	Program No.
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Signature of Authorized Representative

Date

Printed/Typed Name and Title of
Authorized Representative

CERTIFICATION REGARDING FEDERAL LOBBYING
(Certification for Contracts, Grants, Loans, and Cooperative Agreements)

PART A. PREAMBLE

Federal legislation, Section 319 of Public Law 101-121 generally prohibits entities from using federally appropriated funds to lobby the executive or legislative branches of the federal government. Section 319 specifically requires disclosure of certain lobbying activities. A federal government-wide rule, "New Restrictions on Lobbying", published in the Federal Register, February 26, 1990, requires certification and disclosure in specific instances.

PART B. CERTIFICATION

This certification applies only to the instant federal action for which the certification is being obtained and is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$100,000 for each such failure.

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No federally 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 agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, or the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.
2. If any funds other than federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with these federally funded contract, subcontract, subgrant, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying", in accordance with its instructions. (If needed, contact the Texas Department of Agriculture to obtain a copy of Standard Form-LLL.)

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

Do you have or do you anticipate having covered subawards under this transaction?

Yes

No

Name of Contractor/Potential Contractor	Vendor ID No. or Social Security No.	Program No.

Name of Authorized Representative	Title

Signature – Authorized Representative

Date

Qualifier Information

Name of Qualifier: _____

Address: _____

Phone: _____

Email Address: _____

Signature of Person Authorized to Sign Qualifier:

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 _____ 2014.

Notary Public, State of Texas

(Print name of Notary Public here)

My commission expires the _____ day of _____ 20__.

References

Name of Firm	Address	Phone	Name of Contact