



Banquete ISD
4339 Fourth St - Banquete, Texas 78339

REQUEST FOR QUALIFICATIONS FOR GEOTECHNICAL ENGINEERING SERVICES

Statements of Qualification must be emailed to Chris Shull, csnull@agcm.com with the title: “**RFQ #2025-001 – Banquete ISD 2024 Bond Projects - Geotechnical Engineering Services**” and shall bear the name and address of the Respondent.

INTRODUCTION

Banquete Independent School District (ISD) is soliciting **Requests for Qualifications (RFQs)** from qualified firms to provide **Geotechnical Engineering Services** for a new Junior High School and the renovation and expansion of various campus facilities. The scope of services will include all geotechnical tests necessary for the anticipated subsoil conditions for the project located at 4339 Fourth St., Banquete, Texas 78399.

SUBMISSION INSTRUCTIONS

All RFQ response will be due on **Wednesday February 12th, 2025 at 2:00 pm** and should be emailed to csnull@agcm.com. Late submissions will not be considered.

BACKGROUND

The Banquete ISD 2024 Bond Projects includes new a new Junior High School, renovation, and expansion of existing campus facilities at Banquete Independent School District. The Geotechnical Testing Services needed may include a preliminary geotechnical report (including but not limited to topography and geology, subsurface soil profiles, estimated soil bearing capacity, potential geotechnical issues, preliminary recommendations for foundation types based on initial data, items requiring further investigations), with written reports and appropriate recommendations.

SUBMISSION FORMAT

Submission should be sent in PDF format via email, on 8 ½” by 11” print format, and limited to 15 pages including the cover sheet.

INQUIRES

Any inquiries should be sent to csnull@agcm.com, no later than Monday February 3rd, 2025 at 3:00PM. Any inquiries requiring response will be sent to all interested parties in the form of an addendum, no later than Tuesday February 4th, 2025.

QUALIFICATIONS AND SELECTION CRITERIA

Interested firms must demonstrate expertise in the following areas:

- Proven experience in providing geotechnical engineering services for public sector projects.
- Knowledge of the local geotechnical conditions, soil types, and regulatory requirements specific to the project area.
- Compliance with state and local laws and regulations.
- Experience working on projects of similar size and complexity.
- Ability to meet project deadlines and provide accurate, timely deliverables.

SUBMISSION REQUIREMENTS

Included in the RFQ Response should be the following:

1. Cover Sheet, including submitting firm name, RFQ Name/Number, Date.
2. Service Provider Information: The respondent will provide information about the firm(s) and for each key personnel to be assigned to this project. Be sure to include:
 - (a) The name and business address of the firm and principal who would be responsible for the work.
 - (b) Current resumes of the proposed project manager and key personnel to be committed to the project.
 - (c) Firm’s qualifications and relevant project experience (ISD Entities).
 - (d) A list of project references underway and completed in the last 12 months in the Corpus Christi regional area, with Owner’s name and contact information.
 - (e) An assessment of the present workload at the office where this project will be accomplished, including number of projects by size and on-site technical staff availability.
3. Work Plan: A brief outline of the proposed approach to the project, including the methodology for performing scope as listed in this RFQ.
4. A copy of the firm’s current insurance coverage, including liability and worker’s compensation.
5. Proof of professional licensure in Texas.
6. History of firm and principals including:
 - (a) Years in business – if less than five years, previous experience of principals is critical

- (b) Years in business under present name
 - (c) The former names (if any), your organization has operated under
 - (d) Experience of business principles
- 7. List and explain claims and litigation involving the firm in the last five years including arbitration proceedings, including:
 - (a) Whether your organization has ever failed to complete any work awarded to it
 - (b) If there are any judgments, claims, arbitration proceedings, or suits outstanding against your organization or its officers?
 - (c) If your organization has filed any lawsuits or requested arbitration regarding projects within the last five years
- 8. Fill out and submit the most recent copy of the Conflict-of-Interest Form (CIQ), Felony Conviction Notification, and Terms and Conditions Certification included as Exhibit A.

SELECTION PROCESS

Submittals will be evaluated in accordance with the Texas Government Code 2254, Professional Services Procurement Act. Banquete ISD will select a provider on the basis of demonstrated competence and qualifications to perform the services. Scoring method as below:

- 9. Firm(s) qualifications, background, and experience related to projects of similar size and scope (50 Pts)
- 10. Qualification and Experience of Key Personnel (25 Pts)
- 11. Proposed Approach and Methodology for Completing the Project (10 Pts)
- 12. References (10 Pts)
- 13. Availability (5 Pts)

Submittals will be ranked according to their qualifications. The top ranked provider will then be engaged for contract negotiations. In the event that contract negotiations are not successful, negotiations will formally cease with the top ranked and negotiations will proceed with the #2 ranked. This process will continue until negotiations are successfully completed with a selected provider.

ADDITIONAL INFORMATION

It is expected that a contract will be negotiated by the end of February 2025.

EXHIBIT A

CONFLICT OF INTEREST QUESTIONNAIRE For vendor doing business with local governmental entity		FORM CIQ
<p>This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session.</p> <p>This questionnaire is being filed in accordance with Chapter 176, Local Government Code, by a vendor who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the vendor meets requirements under Section 176.006(a).</p> <p>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 vendor becomes aware of facts that require the statement to be filed. See Section 176.006(a-1), Local Government Code.</p> <p>A vendor commits an offense if the vendor knowingly violates Section 176.006, Local Government Code. An offense under this section is a misdemeanor.</p>	OFFICE USE ONLY Date Received _____	
1 Name of vendor who has a business relationship with local governmental entity. _____		
2 <input type="checkbox"/> 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 on which you became aware that the originally filed questionnaire was incomplete or inaccurate.)		
3 Name of local government officer about whom the information is being disclosed. _____ <div style="text-align: center;">Name of Officer</div>		
4 Describe each employment or other business relationship with the local government officer, or a family member of the officer, as described by Section 176.003(a)(2)(A). Also describe any family relationship with the local government officer. Complete subparts A and B for each employment or business relationship described. Attach additional pages to this Form CIQ as necessary.		
<div style="margin-bottom: 20px;"> <p>A. Is the local government officer or a family member of the officer receiving or likely to receive taxable income, other than investment income, from the vendor?</p> <div style="display: flex; justify-content: space-around; margin-top: 10px;"> <input type="checkbox"/> Yes <input type="checkbox"/> No </div> </div> <div> <p>B. Is the vendor receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer or a family member of the officer AND the taxable income is not received from the local governmental entity?</p> <div style="display: flex; justify-content: space-around; margin-top: 10px;"> <input type="checkbox"/> Yes <input type="checkbox"/> No </div> </div>		
5 Describe each employment or business relationship that the vendor named in Section 1 maintains with a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership interest of one percent or more.		
6 <input type="checkbox"/> Check this box if the vendor has given the local government officer or a family member of the officer one or more gifts as described in Section 176.003(a)(2)(B), excluding gifts described in Section 176.003(a-1).		
7		
Signature of vendor doing business with the governmental entity _____		Date _____

CONFLICT OF INTEREST QUESTIONNAIRE
For vendor doing business with local governmental entity

A complete copy of Chapter 176 of the Local Government Code may be found at <http://www.statutes.legis.state.tx.us/Docs/LG/htm/LG.176.htm>. For easy reference, below are some of the sections cited on this form.

Local Government Code § 176.001(1-a): "Business relationship" means a connection between two or more parties based on commercial activity of one of the parties. The term does not include a connection based on:

- (A) a transaction that is subject to rate or fee regulation by a federal, state, or local governmental entity or an agency of a federal, state, or local governmental entity;
- (B) a transaction conducted at a price and subject to terms available to the public; or
- (C) a purchase or lease of goods or services from a person that is chartered by a state or federal agency and that is subject to regular examination by, and reporting to, that agency.

Local Government Code § 176.003(a)(2)(A) and (B):

- (a) A local government officer shall file a conflicts disclosure statement with respect to a vendor if:

- (2) the vendor:

(A) has an employment or other business relationship with the local government officer or a family member of the officer that results in the officer or family member receiving taxable income, other than investment income, that exceeds \$2,500 during the 12-month period preceding the date that the officer becomes aware that

(i) a contract between the local governmental entity and vendor has been executed;

or

(ii) the local governmental entity is considering entering into a contract with the vendor;

(B) has given to the local government officer or a family member of the officer one or more gifts that have an aggregate value of more than \$100 in the 12-month period preceding the date the officer becomes aware that:

(i) a contract between the local governmental entity and vendor has been executed; or

(ii) the local governmental entity is considering entering into a contract with the vendor.

Local Government Code § 176.006(a) and (a-1)

- (a) A vendor shall file a completed conflict of interest questionnaire if the vendor has a business relationship with a local governmental entity and:

(1) has an employment or other business relationship with a local government officer of that local governmental entity, or a family member of the officer, described by Section 176.003(a)(2)(A);

(2) has given a local government officer of that local governmental entity, or a family member of the officer, one or more gifts with the aggregate value specified by Section 176.003(a)(2)(B), excluding any gift described by Section 176.003(a-1); or

(3) has a family relationship with a local government officer of that local governmental entity.

- (a-1) The completed conflict of interest questionnaire must be filed with the appropriate records administrator not later than the seventh business day after the later of:

- (1) the date that the vendor:

(A) begins discussions or negotiations to enter into a contract with the local governmental entity; or

(B) submits to the local governmental entity an application, response to a request for proposals or bids, correspondence, or another writing related to a potential contract with the local governmental entity; or

- (2) the date the vendor becomes aware:

(A) of an employment or other business relationship with a local government officer, or a family member of the officer, described by Subsection (a);

(B) that the vendor has given one or more gifts described by Subsection (a); or

(C) of a family relationship with a local government officer.

TERMS AND CONDITIONS CERTIFICATION

Issuance of this RFQ does not commit the District to award any Contractor/Vendor or pay any costs incurred in the preparation of a response to this request.

The District may ask respondents to send a representative for an oral interview prior to a formal selection. The District will not be liable for any costs incurred in connection with such an interview.

The District reserves the right to waive any formality related hereto.

By submitting a response to this RFQ, each respondent agrees to waive all claims it has or may have against the school district and its Board of Managers, employees, and officers, including, but not limited to those arising out of or in connection with the administration, evaluation, or recommendation of any response or proposal; waiver of any requirements under this RFQ, or the Contract Documents; selection of a Contractor/Vendor and award of a contract.

By my signature below, I warrant that I am authorized to sign on behalf of my organization, and that I have read, understand, and agree with all the terms of this Request for Qualifications.

Name of Authorized Representative

Date

Signature

FELONY CONVICTION NOTIFIATION

Texas Education Code Section 44.034, Notification of Criminal History, Subsection (a), states "a person or business entity that enters into a contract with a school district must give advance notice to the district if the person or an owner or operator of the business entity has been convicted of a felony. The notice must include a general description of the conduct resulting in the conviction of a felony."

Subsection (b) states "a school district may terminate a contract with a person or business entity if the district determines that the person or business entity failed to give notice as required by Subsection (a) or misrepresented the conduct resulting in the conviction. The district must compensate the person or business entity for services performed before the termination of the contract."

THIS NOTICE IS NOT REQUIRED OF A PUBLICLY HELD CORPORATION, PLEASE COMPLETE THE INFORMATION BELOW

I, undersigned agent for the firm named below, certify that the information concerning notification of felony conviction has been reviewed by me and the following information furnished is true to the best of my knowledge.

VENDOR'S NAMES: _____

AUTHORIZED COMPANY OFFICIAL'S NAME (PRINTED): _____

A. My firm is a publicly held corporation, therefore, this reporting requirement is not applicable.

Signature of company official: _____

B. My firm is not owned or operated by anyone who has been convicted of a felony.

Signature of company official: _____

C. My firm is owned or operated by the following individual(s) who have been convicted of a felony.

Signature of company official: _____

Name of Felon(s): _____

Details of Conviction(s): _____

Signature of Company Official: _____