



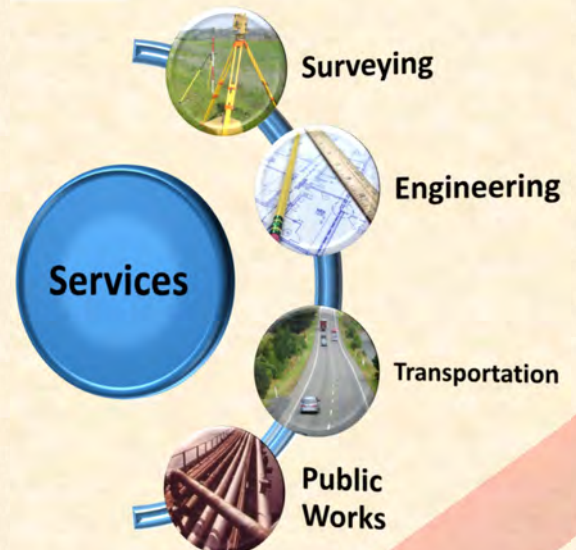
WEBB COUNTY, TEXAS

Statement of Qualifications

RFQ 2021-007

Civil Engineering Services

Webb County Fairgrounds Project





August 23, 2021

Mr. Jose Angel Lopez III, CTPM
Webb County Purchasing Department
1110 Washington Street Suite 101
Laredo, Texas 78040

RE: Statement of Qualifications for Civil Engineering Services
RFQ-2021-007 - Webb County Fairgrounds Project

Dear Mr. Lopez,

Top Site Civil Group, LLC (TSCG) is pleased to submit our "Statement of Qualifications" for the Webb County of Cotulla Request for Qualifications for Civil Engineering Services. Our team of experienced licensed Professional Engineers, and Registered Land Surveyors, was brought together to provide the County with all facets of the design process for this project.

TSCG has assembled a premier design team with a vast arsenal of available resources and experienced team members with a proven history of managing and designing similar projects. Our designated Project Manager, Jorge A Martinez, PE RPLS has over 19 years of engineering services with various government entities across the State and established a complete understanding of the challenges that are involved in similar projects. The team has a full understanding of the local County/City ordinances and has the full technical capabilities to provide Webb County with exceptional services.

Thank you for the opportunity to present our qualifications, as we offer our personal dedication to meet the needs of the County. At this time, we respectfully ask for your favorable consideration of the **Top Site Civil Group** design firm. Should we be successful in our pursuit of this contract, I will be the authorized agent to contact for further negotiations and be readily at your service.

Sincerely,

Jorge A. Martinez, PE, RPLS
Managing Member
Top Site Civil Group, LLC

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SECTION I FIRM QUALIFICATIONS AND EXPERIENCE

I.A EXECUTIVE SUMMARY

In April of 2021, **Top Site Civil Group, LLC** was created bringing together 50 years of local engineering experience. Founded by Jorge Martinez, Ricardo Villarreal, and Manuel Escamilla, TSCG has the experience and the local knowledge to deliver a successful civil design package for the **County**. With three dual licensed Professional Engineers and Registered Professional Land Surveyor's, the partners of TSCG have the agility to fulfill the requirements of different roles in the project **Top Site Civil Group, LLC** is a registered firm for engineering and surveying with the Texas Board of Engineers and Surveyors. The firm registration numbers are **F-22574** and **10194686** respectively.

The Project Manager responsibilities and duties will be handled by Mr. **Jorge A. Martinez, PE, RPLS**. His record of leading teams to successful large scale site-civil projects will bring you comfort in your decision to select working alongside Mr. Martinez with **TSCG**, are Manuel E. Escamilla, PE RPLS and Ricardo M. Villarreal, PE RPLS. They will serve as project surveyor and quality assurance manager, respectfully.

Our partners each have over 19 years of experience of local **land development** experience in and around Webb County. This experience spans varies from large scale master planned communities to warehouse site plans to large institutional multi-use facilities. With this **experience**, we feel that we have the experience to forecast and prepare for issues facing the project.

In addition to the many years of engineering experience, our firm's partners have over 30 years of **land surveying** experience. In conjunction with the many engineering projects, they have delivered over the years, they have also served as project surveyor on their own jobs. This dual license adds to the overall project manager's full and comprehensive understanding of the project requirements. Our office Engineers' work directly with our field surveyors and personnel to measure all of the necessary improvements and potential routes for improvements.

Top Site Civil Group, LLC, is capable and eager to provide the engineering and surveying services and looks forward to moving toward the negotiating process.

I.B PROJECT MANAGER

PROJECT MANAGER - Jorge A. Martinez, PE RPLS (TSCG) | Partner

Mr. Martinez currently resides in Laredo, Texas, and has over 19 years of experience within the region and all of South Texas. He graduated from Texas A&M University in College Station in 2003 with a Bachelor of Science in Civil Engineering. He currently holds licenses as both a Licensed Professional Engineer and a Registered Professional Land Surveyor. His professional experience includes extensive work within the region and includes several Municipal/County governmental projects within **Webb County**, La Salle County, and Zapata County.

DESIGN – With Mr. Martinez's many years of Municipal and **County** projects, he has become very familiar with similar large-scale site-civil engineering and surveying projects. When working on these specialized projects, several vital elements must be considered including but not limited to owner/architect **communication**, detailed grading design, ADA accessibility, drainage improvements, water/ sewer

infrastructure, right of way acquisition if required, and ensuring safety in both during construction and after project completion.

INFRASTRUCTURE –Mr. Martinez has already worked on several projects in the region for both City and County. He has a complete understanding of the existing infrastructure near the project limits. A complete assessment of the existing onsite infrastructure combined with the analysis to extend new offsite utilities to the facility will be a key feature to the project. Mr. Martinez has a complete understanding of all utilities in the area and an explicit knowledge of all the current private/public utility owners servicing the project area.

LARGE INSTITUTIONAL COMPLEX PROJECTS – Over his career, Mr. Martinez has had the opportunity to work on large site engineering projects for several of the entities in the region. His experience in working on the site/grading plans for these projects has become a specialty of his that has led to more complex work over the years. Most notably, Mr. Martinez, served as Project Manager and Engineer of Record for the civil engineering portion of the *UniTrade* Stadium for the City of Laredo. He was responsible for all grading, ADA compliance, drainage design and utility lines. In addition to the professional baseball stadium, Mr. Martinez also served as **Project Manager** for site improvements for the Laredo College Nursing School. He was also responsible for site improvements related to the areas outside of the building. This responsibility included but not limited to surveying, utility coordination, site grading, storm drainage design, ADA compliance, and construction administration.

I.C KEY PERSONNEL SUMMARIES

PROJECT ENGINEER – Ricardo M. Villarreal, PE RPLS (TSCG) Partner

Mr. Villarreal currently resides in Laredo, Texas, and has 19 years of professional experience as a Project Manager, Licensed Professional Engineer, and Registered Professional Land Surveyor. He graduated from Texas A&M University in College Station in 2003 with a Bachelor of Science in Civil Engineering. Mr. Villarreal has worked on various surveying and engineering projects over his professional career. He has worked as a project Engineer and Project Manager overseeing the development of hundreds of acres of land in and around South Texas. He has also worked on various government projects, most notably the reconstruction of roadways in the industrial parks of Laredo. As Project Engineer, Mr. Villarreal has overseen the construction survey of dozens of miles of utilities and roads. Mr. Villarreal also has a vast amount of work dealing with ROW surveying and title work that will be a key resource for the County. His role with the team will be as follows:

PROJECT FEASIBILITY – Mr. Villarreal will assist the County as Project Engineer. He will be tasked with the overall success of the project and ensure customer satisfaction. His scope of work would be as the Project Engineer, lead Designer, Quality Control, and Constructability Reviewer. His experience in Land Development around South Texas has provided Mr. Villarreal with many opportunities to work on Federal, State, and Local regulations to ensure that compliance is maintained. His unique perspective on applying these rules will be an asset to the County as he will help shape the County's vision for development for years to come.

FEMA – Also, throughout his work with the land development community, Mr. Villarreal has dealt with FEMA regulations regarding the National Flood Insurance Program. He is familiar with the program mandates regarding the construction and altering of these designated areas.

PROJECT SURVEYOR - Manuel E. Escamilla, PE RPLS (TSCG) Partner

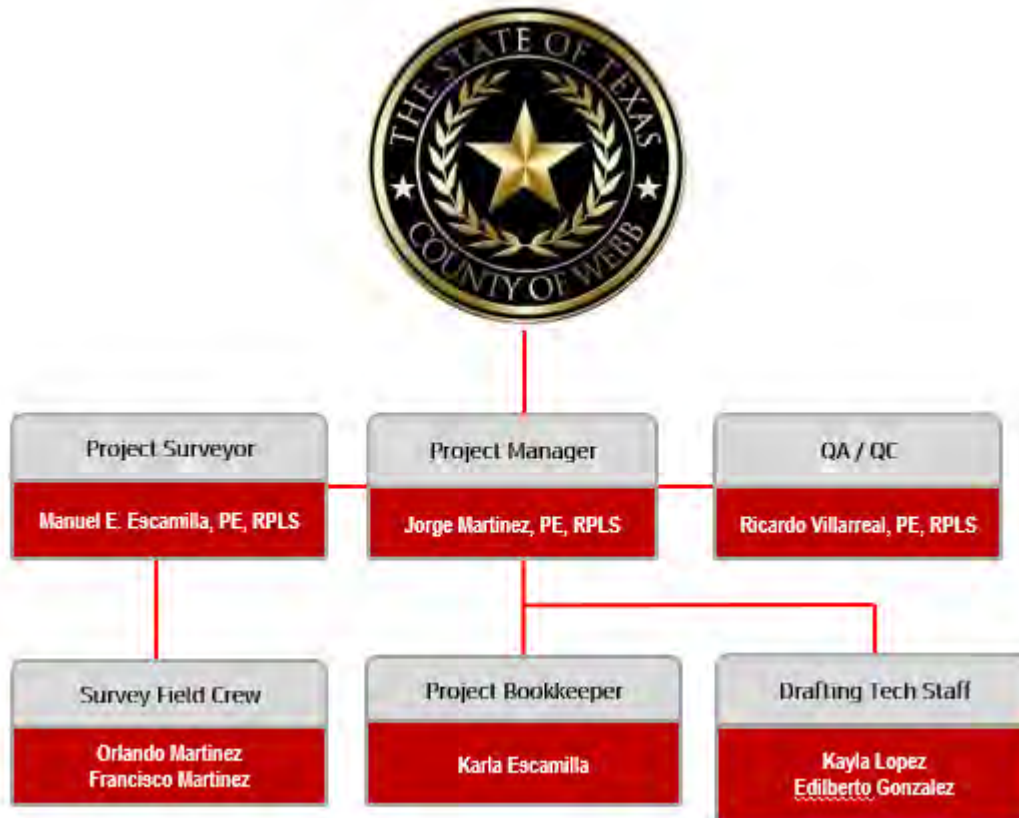
Mr. Escamilla currently resides in Laredo, Texas, and has 20 years of professional experience as a Project Manager, Licensed Professional Engineer, and Registered Professional Land Surveyor. Over the course of his professional career, he has had the opportunity to work on various projects. These include projects ranging from land-use plans for future development to his work on small commercial site development. He has served as Project Manager for various **public works** projects that ranged from initial Surveying and land acquisition to complete design development and construction. His work as a Surveyor began over 20 years ago working on a survey field crew where he learned the practical aspects of acquiring the necessary information for design purposes. Since acquiring his license, he has continued that practical approach when working on different types of projects.

PROJECT OVERSIGHT – In addition to design and overall support of the County projects, Mr. Escamilla will ensure the projects' overall success. His familiarity with the communities within the **County** provides a strong base of knowledge of the needs of the area.

PROJECT SURVEYING – He is experienced in the delivery of horizontal and vertical surveying work in support of various engineering projects. His expertise includes establishing primary and secondary control, topographic surveys, coordination with aerial photography and aerial LiDar. He will be in control of the preliminary surveying of the **boundary** definition and **topography** of the project. Upon completion of the field work, Mr. Escamilla will be in charge of the processing of the field data and conversion of the data to a digital elevation model (DEM) for use by the team. Upon completion of the design, Mr. Escamilla has worked closely with most of local the contractors in Laredo and has a full understanding assist each contractor with construction staking for the project.



I.D. ORGANIZATIONAL CHART



I.D. TEAM MATRIX

TEAM PROJECT MATRIX

| | LAEDO UNIV. TRADE STADIUM | LAREDO COLLEGE SOUTH - NURSING BUILDING | L.I.S.D. - SHIRLEY FIELD SPORTS COMPLEX | U.I.S.D. - ELEMENTARY SCHOOL BOND | L.I.S.D. - DISTRICT WIDE PAVING PROGRAM | COPPER CREEK SUBDIVISION MASTERPLAN | ANTLER CROSSING | NORTH LAREDO INDUSTRIAL PARK | BAKAGAN INDUSTRIAL PARK | D & J ALEXANDER COMMERCIAL |
|--------------------------------|---------------------------|---|---|-----------------------------------|---|-------------------------------------|-----------------|------------------------------|-------------------------|----------------------------|
| JORGE A. MARTINEZ, PE RPLS | PM | PM | PM | PM | PM | PE | | | PE | PE |
| MANUEL E. ESCAMILLA, PE RPLS | PE | PE | PE | PE | PE | PM | | | PE | PE |
| RICARDO M. VILLARREAL, PE RPLS | | | | | | | PM | PM | PM | PM |

PM - PROJECT MANAGER
 PE - PROJECT ENGINEER

I.D PROJECT UNDERSTANDING

THE PROJECT: After many years of planning and work, Webb County is now ready to begin a complete overhaul of the property know, colloquially, as L.I.F.E. Downs. Shown herein is a draft of the preliminary master plan for the proposed project. In addition to the proposed fully enclosed Rodeo Arena, there will be various event locations and outdoor space for concerts and other more significant events. This project will benefit the region by providing additional event venues for the Community and increasing our regional presence for our annual stock show and rodeos. While many improvements will be made to this area, the area should not have an urban feel. Keeping a sense of a rural lifestyle will be an important key design element for the overall success of the project. It is our understanding that the following improvements are being considered for inclusion into the ultimate design of the project:

- Indoor Rodeo Arena
- Outdoor Concert Venue
- Improved and increased Animal Stalling
- Horse Barns
- RV Parking
- Exhibition Halls

SERVICES TO BE PROVIDED: With our experience in large phased development projects, we feel confident in our firm's ability to provide all the necessary services the County will require to develop a successful venue. Listed below are the major items that we foresee providing over the course of the project.

PRELIMINARY FEASIBILITY: Meeting with the County's representatives at the beginning of the project to discuss the major design issues with the project will provide all parties an opportunity to provide insight to potential alternatives to properly address these issues.

WATER SYSTEM – Fortunately, there are several alternatives to providing water service and fire protection to the proposed facility. Working closely with the design team, specifically the architect and mechanical engineer, will help determine the ultimate water needs for the project. This information will help determine which of the water alternatives is viable.

SANITARY SEWER SERVICE– From the information publicly available, there appears to be multiple options for providing sanitary sewer service. Working with the design team to establish ultimate demands for the different areas of the venue will provide some guidance to determine the viability of the options for sanitary service for the facility.

CITY OF LAREDO COORDINATION – Upon the development of alternatives, our firm along with County representatives will coordinate with the City of Laredo to determine their requirements for the additional demand to be placed on their existing system. This will likely include new utility extensions at multiple points on the property. Meeting with the City of Laredo early in the design process will be a key component on the infrastructure requirements needed. These discussions will provide additional guidance to the design team to find the best alternative for utility services.

I.E **PROJECT UNDERSTANDING CON'T**

TRAFFIC CONGESTION – As with other large public event venues, traffic congestion is a concern for times of very large events as well as multiple smaller events. Coordination with TxDOT to improve the ingress and egress to the venue will be necessary to keep congestion levels down. Alternate points of access will need to be considered to reduce traffic. From the site traffic, creative solutions to parking efficiency and internal traffic flow will be considered to maintain traffic flow.

DRAINAGE CONSIDERATIONS – Due to the ultimate size of the project, the potential for increased downstream flooding is high. To protect the adjacent properties and existing storm infrastructure, onsite detention may be required. The reduction of the overall storm peaks flows can be achieved with detention ponds and/or other low impact development options. These range from pervious pavements to strategic locations of landscaping depressions.

PARKING REQUIREMENTS – In collaboration with the owner’s representative and the architectural design team, the total number of parking spaces required will be established. Establishing that total number of parking spaces will serve as a major goal for the County. Inadequate parking expansions will cause frustration and potentially affect the availability of event promoters.

FIRE PROTECTION – Coordination with the architectural design team’s fire protection consultant, will guide the water system design to be of sufficient size and ease of maintenance to ensure water is accessible at the required locations as per Fire Code.

SURVEYING: In reviewing the existing property boundary, several considerations must be addressed early on in the project. The team would recommend title research to help establish the existing boundary and address any title issues that may affect the project including existing easements.

CONTROL – Initiating a survey project requires the establishment of reliable horizontal and vertical control. All field surveying, as well as construction surveying will be based on the reliability of these control points.

TOPOGRAPHIC/IMPROVEMENTS – Our Project Manager will discuss the various methods of acquiring the existing site information. This information will include the topography, visible improvements, off-site utility connections and all information pertinent to the design of the project. Upon approval of the survey method, our survey team will acquire all information and deliver the final processed data to the engineers.

R.O.W. / BOUNDARY –The establishment of the boundary of the project is a vital portion of the project. Errors in the position of the County ownership or the location of the State right of way line could lead to the encroachment of the construction against a neighbor or encroachment onto the State right of way.

I.E. **PROJECT UNDERSTANDING CON'T**

DESIGN SERVICES – After the preliminary engineering and feasibility phase is complete and all the stakeholders in the project understand the design choices, our firm will proceed to final design and preparation of the construction documents.

PLANS – Construction plans for the proposed infrastructure will be prepared. A sample list of these sheets are as follows;

- Grading Plan
- Dimensional Plan
- On-Site Utility Plan
- Off-Site Utility Plan
- Roadway Plan /Profile
- Highway Improvement Plan (If Necessary)
- Storm Sewer Drainage Plan
- Detention Pond Plan (If Necessary)

ESTIMATES – Throughout the design process, the project manager will keep an updated construction estimate for review. This estimate will reflect the infrastructure being added to the project as well as current market bid pricing on the different line items. Working with owner's representatives and the Construction Manager at Risk we can update these numbers as necessary and value engineer the project as we go through the design process.

SPECIFICATIONS – The standard specifications for this area are the City of Laredo specifications unless it is a special circumstance that a spec is not provided for by the City. The project manager will ensure that all elements of the project

REPORT – Engineering reports, as they may be needed by City, County and State departments, will be written, and delivered to the appropriate entities. We anticipate engineering reports being prepared to justify the design of the detention pond, the traffic analysis, and the utility demand.

CONSTRUCTION PHASE SERVICES – After the construction documents are completed, our firm will assist the County with the construction phase related services.

RFI/CHANGE ORDERS – Situations will arise during construction that may required the Engineer or the architect. These situations require the engineer to increase involvement during the construction phases of the project. This time in the field and coordinating with the contractor and the CMAR will help determine a path forward for the project to avoid additional costs and time over runs.

PAYMENT REQUESTS – As construction progresses on the site, the CMAR will submit monthly payment requests for the project. Each payment application will be sent to the appropriate design team member to verify the quantity of work performed and also to verify that all tests have been accepted on the project.

AS-BUILTS – Provide the necessary as-builts as may be required by the County and/or the City of Laredo.

SECTION II – SIMILAR PROJECTS

PM Project Profile #1

Client

City of Laredo, Texas
1110 Houston Street
Laredo, Texas 78042

Project Architect

HKS Architects, Inc.
350 North St. Paul Street
Dallas Texas 75201

Construction Dates

Started: May 2011
End: December 2012

Construction Cost

\$18,000,000

Type of Construction

New

Project Manager

Jorge A. Martinez, PE, RPLS

Project Scope

- Field Surveying
- Grading Design
- Water /Sewer Improvements
- Fire Protection
- Detention Design
- Storm Drainage Design
- Utility Coordination
- Traffic Control

SECTION IIA Project 1

Unitrade Stadium - City of Laredo Professional Baseball Facility

Mr. Martinez served as **Project Manager** and **Engineer of Record** under previous employment on this project provide civil engineering and surveying services for the 25-acre (~1,089,000 sf) site located off Sinatra Parkway in Laredo, Texas. The project consisted of construction a new state of the art professional baseball stadium that had a capacity of approximately 6,000+ spectators.

The project was initiated to help bring professional baseball to the City and also provide an arena for local sports. The project was located adjacent to the City of Laredo airport and required Federal Aviation Administration approvals for various structures and field lighting on the project. The scope and principal elements of the project included field surveying, plat assistance, PS&E, water line distribution system, fire lines, sanitary sewer improvements, detention pond improvements, storm drainage design, and periodic construction observation. The project was completed with the CMAR method by Leyendecker Construction in December 2021.



PM Project Profile #2

Client

Laredo College
5500 South Zapata Hwy
Laredo, Texas 78046

Project Architect

Frank Rotnofsky, AIA
901 Victoria
Laredo, Texas 78041

Construction Dates

Started: January 2017
End: July 2019

Construction Cost

\$25,177,000

Type of Construction

New

Project Manager

Jorge A. Martinez, PE, RPLS

Project Scope

- Field Surveying
- Grading Design
- Storm Drainage Design
- Utility Coordination
- Traffic Control
- Construction Observation

SECTION IIB Project 2

Laredo College South Campus - Health Science Center Nursing Facility

Mr. Martinez served as **Project Manager** and **Engineer of Record** under previous employment on this project provide civil engineering and surveying services for the 6-acre (~260,000 sf) site located off US 83 on the south campus in Laredo, Texas. This project was a product of the Laredo College 2014 bond that project included one clinic, two conference rooms, 32 classrooms/labs, 11 simulation labs,



multipurpose room, and 57 offices. The building also houses a new Gateway Community Health Center clinic. The scope and principal elements of the project included demolition, field surveying, PS&E, waterline distribution system, fire lines, sanitary sewer improvements, storm drainage design, and periodic construction observation. The construction was completed by Leyendecker Construction and completed in January 2019.

PM Project Profile #3

Client

Laredo Independent School District
1702 Houston Street
Laredo, Texas 78040

Project Architect

PBK Architects, Inc.
601 Northwest Loop 410
San Antonio, Texas 78216

Construction Dates

Started: April 2010
End: October 2011

Construction Cost

\$12,000,000

Type of Construction

Renovation

Project Manager

Jorge A. Martinez, PE, RPLS

Project Scope

- Site Demolition
- Field Surveying
- Grading Design
- Water /Sewer Improvements
- Fire Protection
- Detention Design
- Storm Drainage Design

SECTION IIC Project 3

Laredo Independent School District Shirley Field Sports Complex

Mr. Martinez served as **Project Manager** and **Engineer of Record** under previous employment on this project provide civil engineering and surveying services for the 20-acre (~875,000 sf) site located off San Bernardo Avenue in Laredo, Texas. This project was a product of the Laredo ISD 2006 bond that project included the reconstruction of the historic LISD Shirley Field on the Martin High School campus. Originally constructed in 1937, the new state of the art stadium has a capacity of over 7,700+ spectators. The scope and principal elements of the project included field surveying, PS&E, waterline distribution system, fire lines, sanitary sewer



improvements, storm drainage design, and periodic construction observation. The project was completed by Barcom Construction and completed in October 2011.

PM Project Profile #4

Client

United ISD
201 Lindenwood
Laredo, Texas 78043

Project Architect

JHS Architect, Inc.
Juan Homero Sanchez, AIA
6909 Springfield Ave #107
Laredo, Texas 78045

Start / Finish Dates for Construction

Start: 2014
End: 2018

Approx. Construction Cost
\$17,000,000 per campus

Type of Construction

New

Project Manager

Jorge A. Martinez, PE, RPLS

Responsibilities

- Surveying
- Deed Research
- Dimensional Plan
- Grading Design
- Utility Design
- Storm Drainage Design
- Traffic Control

SECTION IID Project 4

United ISD Elementary #27, #28, #29 - Bond Projects, Laredo, Texas

Mr. Martinez served as **Project Manager** and **Engineer of Record** under previous employment on this project provide civil engineering and surveying services for the three ~ 12-acre (~550,000sf) sites in Laredo, Texas. This project was a product of the United ISD

2013 school bond that includes several new schools throughout the district. Each new elementary school is approx.. 104,000 sf



campus with a capacity of over 950 students. The campuses Freedom Elementary, Veterans Memorial Elementary, and San Isidro Elementary. The scope and principal elements of the project included field surveying, PS&E, waterline distribution system, fire lines, sanitary sewer improvements, storm drainage design, and periodic construction observation. Each of the three campuses was constructed by Leyendecker Construction and completed in 2018.



PM Project Profile #5

Client

Laredo ISD
Juan Carlos Ibarra
900 E. Lyon Street
Laredo, Texas 78041

Start / Finish Dates for Construction

Started: October 2016
Completed: July 2018

Approx. Construction Cost
\$850,000

Type of Construction
Renovation

Project Manager
Jorge A. Martinez, PE, RPLS

Responsibilities

- Surveying
- Site Design
- Dimensional Plan
- ADA Improvements
- Traffic Control
- Construction Observation

SECTION IIE Project 5

Laredo ISD District-Wide Pavement Rehabilitation Improvements - Laredo, Texas

Mr. Martinez served as **Project Manager** and **Engineer of Record** under previous employment on this project provide surveying and civil engineering services for 28

campuses and facilities across the district. The project included preparing plans and specifications for over ~1,910,000 sf of parking areas and included ADA improvements,



new signage, pavement striping, and sidewalk improvements. The scope and principal elements of the project included field surveying, PS&E, dimensional plan, fire lines, sanitary sewer improvements, storm drainage design, and periodic construction observation. The project was constructed by Azar Construction and completed in 2018.



SECTION II F - REFERENCES:

OWNER REPRESENTATIVE

UniTrade Stadium

Alejandro Labrada

City of Laredo

1120 San Bernardo

Laredo, Texas 78040

(956) 791-7346

Laredo South College

Frank Rotnofski, AIA

Project Architect

900 E. Lyon Street

Laredo, Texas 78041

(956) 237-1151

U.I.S.D. ELEMENTARY BOND

Ignacio Alaniz, Jr.

Construction Management Director

United Independent School District

3501 E. Saunders

Laredo, Texas 78041

(956) 473-7956

SHIRLEY FIELD IMPROVEMENTS

& L.I.S.D. PAVING IMPROVEMENTS

Juan Carlos Ibarra

Laredo Independent School District

900 E. Lyon Street

Laredo, Texas 78041

(956) 237-1151

CONTRACTOR REPRESENTATIVE

UniTrade Stadium

Greg Melendez

Leyendecker Construction Inc.

4220 Sanders Ave.

Laredo, Texas 78041

(956) 722-0531

Laredo South College

Paul Leyndecker, P.E.

Leyendecker Construction Inc.

4220 Sanders Ave.

Laredo, Texas 78041

(956) 722-0531

U.I.S.D. ELEMENTARY BOND

Paul Leyndecker, P.E.

Leyendecker Construction Inc.

4220 Sanders Ave.

Laredo, Texas 78041

(956) 722-0531

AZAR SERVICES, LLC

Baltazar Ramos

6316 Krone Lane

Laredo, Texas 78041

(956) 717-0023

SECTION III – LAND DEVELOPMENT PROJECTS IN AND AROUND LAREDO

Project Profile #1

Key Personnel

Manuel E. Escamilla, PE RPLS

Client

MRMD Development, Co.
 8600 San Lorenzo Dr.
 Laredo, Texas 78043

Project Architect

N/A

Construction Dates

Started: July 2021

End: On-Going

Construction Cost

\$6,000,000

Type of Construction

New

Project Manager

Manuel E. Escamilla, PE, RPLS

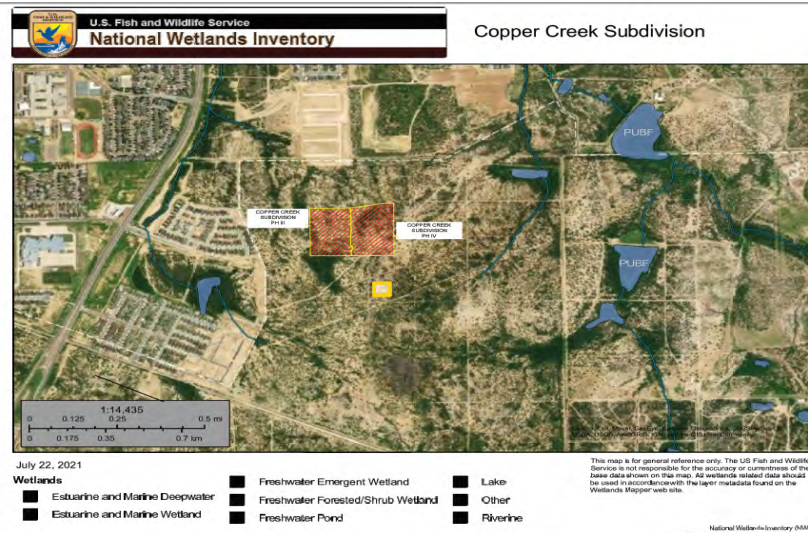
Project Scope

- Field Surveying
- Platting
- Utility Coordination
- Grading Design
- Water /Sewer Improvements
- Fire Protection
- Detention Design
- Storm Drainage Design
- Utility Coordination
- Traffic Control
- Construction Observation
- Construction Survey Staking

SECTION III A

COPPER CREEK MASTERPLAN

Mr. Escamilla currently serves as project manager and engineer of record for this 50 acre single family development. This project began with the annexation and zoning of the property to accommodate the R-1 development. Initially the property did not have access to public roadways or utilities, but by assisting the owners on the overall needs of the area, off-site connections to water and sewer were established and a local collector was extended to the boundary of the 50. With those offsite improvements in place, the platting and normal course of developing the 50 acres could begin. Mr. Escamilla, with input and feedback from his clients, created a single-family development that meet the requirements of the city and provided a project that was constructable and profitable for his clients. Upon approval of the Masterplan, the platting process for the 5 phases began. This would involve creating reports and plans for the public improvements that got approved by the various city departments that had review authority. With these approvals, the first phase of the development received final plat approval and broke ground on construction.



Project Profile #2

Key Personnel

Ricardo M. Villarreal, PE RPLS

Client

TDB Land Holdings, Ltd
 5810 San Bernardo Ave
 Laredo, Texas 78041

Project Architect

N/A

Construction Dates

Started: January 2019
 End: On Going

Construction Cost

\$6,500,000

Type of Construction

New

Project Manager

Ricardo M. Villarreal, PE, RPLS

Project Scope

- Field Surveying
- Platting
- Rezone
- Grading
- Water /Sewer Improvements
- Street Design
- Storm Water Pol. Prevention
- Storm Drainage Design
- Utility Coordination
- Traffic Control
- Construction Observation
- Construction Survey Staking
- Municipal Acceptance
- Construction Observation
- Construction Survey Staking

SECTION III B

ANTLER CROSSING MIXED USE SUBDIVISION

Mr. Villarreal served as **Project Manager** and **Engineer of Record (Phase 3)** under previous employment on this project to provide civil engineering and surveying services for the approximate 110-acre site located off San Isidro Parkway and Springfield Ave in Laredo, Texas. The project consisted of residential and commercial land development and construction. The project included rezoning, platting and construction of raw land near Interstate 35. Design of the construction documents included grading, water/sanitary sewer, street, storm, traffic control and storm water pollution prevention. The project master plan consisted of 5 phases. Construction management was included in the scope. It was key to have a good working relationship with the contractor so that the client can obtain the best possible product. Once the construction was complete, the task of obtaining approvals by the City of Laredo was necessary to close out the project. Constant communication with the client and contractor provided for a smooth process and effective process.



Project Profile #3

Key Personnel

Ricardo M. Villarreal, PE RPLS

Client

North Laredo Industrial Park, Ltd
6900 McPherson Road
Laredo, Texas 78041

Project Architect

N/A

Construction Dates

Started: 2018
End: On Going

Construction Cost

\$12,000,000

Type of Construction

Industrial - New

Project Manager

Ricardo M. Villarreal, PE, RPLS

Project Scope

- Field Surveying
- Platting
- Rezone
- Grading
- Water /Sewer Improvements
- Street Design
- Storm Water Pol. Prevention
- Storm Drainage Design
- Utility Coordination
- Traffic Control
- Construction Observation
- Construction Survey Staking

SECTION III C

North Laredo Industrial Park

Mr. Villarreal served as **Project Manager** under previous employment on this project to provide civil engineering and surveying services for the approximate 540-acre master planned site located off Interstate 35 and Reuthinger Parkway in Laredo, Texas. The project consisted of 4 phases of Industrial development and construction. The project included master planning, platting, design and construction of raw land along the Interstate 35 corridor. Design of the construction documents included grading, water/sanitary sewer, street, storm, traffic control and storm water pollution prevention, lift station, detention requirements, offsite utilities, TxDOT coordination and traffic impact analysis. Construction management was included in the scope. This development has been one of the biggest private industrial developments in the Laredo, Webb County in recent years. Industrial lots ranged from 6 acres to 50 acres in size to suit the fast-growing needs of the transportation industry in Laredo, Webb County, Texas. The project initiated from the start of land master planning. Design of all future public infrastructure then followed with the plat approval process. Once designed, construction management of the park followed, until the City of Laredo accepted the improvements. North Laredo Industrial Park has been pivotal in providing additional warehouse and yard space to North Laredo along the busy Interstate 35 corridor.



Project Profile #4

Key Personnel

Ricardo M. Villarreal, PE RPLS

Client

Bakasan Holdings Ltd.
9902 Killam Industrial Blvd.
Laredo, Texas 78045

Project Architect

N/A

Start / Finish Dates for Construction

Start: 2021
End: 2022

Approx. Construction Cost

\$10,000,000

Type of Construction

New

Project Manager

Ricardo Villarreal, PE, RPLS

Responsibilities

- Field Surveying
- Platting
- Dimensional Plan
- Grading Design
- Utility Design
- Storm Drainage Design
- Traffic Control
- Construction Observation

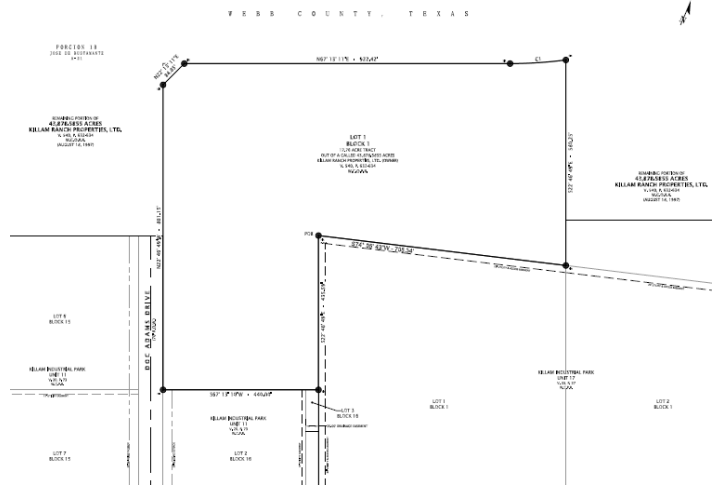
SECTION III D

Bakasan Industrial Plat / Site

Mr. Villarreal currently serves as project manager for the platting and site development of a 17-acre tract of land, known as the Bakasan Industrial Plat. This property was located within the limits of the Killam Industrial Park masterplan. We highlight this project as an example of our understanding of the process to take a property from raw ranch land and a fully operational broker yard and transport center. Beginning with the platting of the property, Mr. Villarreal oversaw

the boundary and topographic surveying of the property. Using, adjacent property development and the adjacent roadway systems provided the limits of the commercial plats. As a requirement of the development of the property Mr. Villarreal coordinated the project through the Utility Coordination Committee for assurances that no additional improvements would conflict with in place utility infrastructure. Once, clear of the UCC, Mr. Villarreal oversaw the plans, reports and documentation that is required to submit for the platting process.

In addition to the coordination and submittals for the platting process, this project also involved the design of the site development and required documentation for the building permit process. Grading, dimensional, utility and striping plans are typically the standard design sheets required when designing an industrial site.



Project Profile #5

Key Personnel

Ricardo M. Villarreal, PE RPLS

Client

San Isidro Southeast Loop, Ltd
9901 McPherson Road,
Suite 201
Laredo, Texas 78045

Construction Dates

Started: 2009

End: 2016

Type of Construction

Commercial- New

Project Manager

Ricardo M. Villarreal, PE, RPLS

Project Scope

- Field Surveying
- Platting
- Grading
- Water /Sewer Improvements
- Pavement Design
- Storm Water Pol. Prevention
- Storm Drainage Design
- Utility Coordination
- Traffic Control
- Construction Observation
- Construction Survey Staking
- Municipal Acceptance

SECTION III E

San Isidro Southeast Commercial Development

Mr. Villarreal served as **Project Manager** and **Engineer of Record** under previous employment on this project to provide civil engineering and surveying services for the approximate 65 -acre commercial development designed and construct at the southeast and southwest intersection of International Blvd and Bob Bullock Loop (Loop 20) in north Laredo, Webb County, Texas. The project consisted of a multi-phase commercial development and construction that brought essential

businesses to the area already booming with residential development. Businesses that opened in the development include Walmart, Chase Bank, Discount Tire, Verizon, Subway, Posh Sushi, Wayback Burgers, Smoothie King, Murphy Express, Applebee’s, Panda Express, Sprint, Pizza Patron GNC, Great Clips, Blue Wave Car Wash, Ancira Volkswagen, Pla More and other retailers. Design of the construction documents (platting and some site civil documents) included grading, water/sanitary sewer, street, storm, traffic control and storm water pollution prevention, offsite utilities, and TxDOT coordination. Construction management for the platting was also included in the scope. This development has been a great asset to the area in that it provides necessities needed and compliments the residential and multifamily developments



SECTION III F

REFERENCES:

OWNER REPRESENTATIVE (Years working)

Raul Valdez (6 years)

956-744-0695

MRMD Development, Co.
8600 San Lorenzo Dr.
Laredo, Texas 78043

Andrew Brittingham (5 Years)

956-235-2229

TDB Land Holdings, Ltd
5810 San Bernardo Ave
Laredo, Texas 78041

Andy Garcia (10 Years)

956-744-1214

North Laredo Industrial Park, Ltd
6900 McPherson Road
Laredo, Texas 78041

Jorge Pureco (1 year)

713-444-6266

Bakasan Holdings Ltd.
9902 Killam Industrial Blvd.
Laredo, Texas 78045

Pat Murphy (15 Years)

361-449-7350

San Isidro Southeast Loop, Ltd
9901 McPherson Road,
Suite 201
Laredo, Texas 78045

CONTRACTOR REPRESENTATIVE

George Martinez

956-763-3432

Martinez Paving
108 Emiliano Rd.
Laredo, Texas 78043

Ramon Soliz

Soliz Paving

956-763-6247

8114 Tx-359,
Laredo, Texas 78043

Luis Ramirez

956-606-3666

SAL Construction
8709 Casa Verde Rd
Laredo, Texas 78041

To be determined

Still under design

George Martinez

956-763-3432

Martinez Paving
108 Emiliano Rd.
Laredo, Texas 78043

APPENDIX A

RESUMES



EDUCATION

BS, Civil Engineering, Texas A&M University, College Station, Texas, 2003

LICENSES AND REGISTRATIONS

Licensed Professional Engineer: State of Texas No. 101173

Texas Registered Professional Land Surveyor No. 6568

TxDOT Pre-certification Codes: 15.1.1, 15.1.2, 15.1.3, 15.1.4, 15.2.1

EXPERIENCE

Mr. Martinez has over 19 years of experience in Engineering, Surveying, and Project Management. He has extensive experience in land surveying, ALTA/ACSM land surveys, platting, as built surveying, oil & gas surveying, site civil development, school, municipal design, advanced land planning and development, design, water distribution systems, sanitary sewer design, storm drainage systems, roadway geometric design, detention design, , parcel rezoning, construction management and observation, and feasibility studies, master planning and site evaluations. Mr. Martinez was in charge to oversee technical quality and project management for private, state and local government contracts for the area. Prepare and provide advanced project planning for several grant funded projects beginning from project team management and coordination to final PS&E design, bidding, and construction management. Performed quality control reviews provide technical guidance to the Design Team on various projects within the Office.

TopSite Civil Group, LLC, Laredo, Texas – Serving as Managing Partner and Principal and ensured overall financial performance of the company including reviewing to monitor project budgets, backlog, and profitability. Prepared preliminary and final design plans including managing the preparation of Plans, Specifications, and Estimate (PS&E) packages. Prepared engineering cost estimates, schedules, design calculations, final plan production, and contract documents. Oversee technical quality and project management for private, State and local government contracts. Performs quality control reviews provide technical guidance to the Company on various projects. In addition to his responsibilities as Principal, he is also responsible to assist with managing and operations of the Laredo office.

InterAmerican Trade Center Industrial Site - Laredo, Texas – Served as Project Manager. The project involved providing site civil surveying and engineering services for a new 20-acre industrial project near Mines Road. The estimated 15 million dollar project included two buildings totaling over 258,500 sf and over 300-truck concrete parking stalls. The project also included two passenger parking areas and a new guard house. The project is currently ongoing and is scheduled to be completed in the Spring of 2022.

Bakasan Industrial Site - Laredo, Texas – Served as Project Manager. The project involved providing site civil surveying and engineering services for a new 18-acre industrial project near Killam Industrial Park. The project includes an 11,300 sf building and 17 acres of concrete truck parking stalls. The project is currently ongoing and is scheduled to be completed in the Spring of 2022.

City of Cotulla Cemetery Survey Project – Cotulla, Texas – Served as Project Manager. The project involved providing a boundary survey for the existing Cristo Rey Cemetery near FM 624 in La Salle County, Texas. The project will require ground penetrating radar services to help the City determine the locations of all marked and unmarked graves within the limits. The project is currently ongoing and is scheduled to be completed in the Fall of 2021.

S & B Infrastructure, LTD, Laredo, Texas – Served as Project Manager for the Laredo office. Mr. Martinez prepared and final Plans, Specifications, and Estimate (PS&E) packages and was responsible to oversee the office technical quality and provide project management for private, State and local government contracts. Performed quality control reviews provide technical guidance to the Design Team on various projects within the office. In addition to his responsibilities as Project Manager, he is also responsible to assist with managing and operations of the Laredo office.

Laredo College South Campus Health Science Center - Served as Project Manager on this project that involved site civil engineering design for the 18-million-dollar health science facility located in the south campus. The project consisted of site design grading, ADA accessibility, storm drainage design, and utility coordination for the proposed campus. Prepared surveying and PS&E, in addition to construction observation. Coordinate and run appropriate meeting with the design team throughout the duration of the project. The project was completed in 2019.

Laredo Independent School District District-Wide Pavement Rehabilitation Improvements - Served as Project Manager on this project that involved surveying and engineering design for all elementary, middle and high school campuses district wide. The scope included preparing the PS&E package for 28 campuses and facilities totaling over 1,910,000 sf of parking area improvements, ADA and signage, and pavement striping. The project was completed in July 2018.

Laredo Independent School District Martin High School Science Building - Served as Project Manager on this project that involved surveying and engineering design for the new 22,725 square foot building within the existing high school campus. The 5.5-million-dollar project consisted of surveying, demolition of the existing building, site grading design, waterline improvements, sanitary sewer and drainage systems. The project is on schedule and is expected to be completed in the fall of 2021.

UISD 2013 Bond Program Elementary School #29 – San Isidro Elementary School, Laredo, Texas – Served as Project Manager on this project that involved site civil engineering design for the 12-million-dollar elementary campus located in the San Isidro Subdivision. The project consisted of surveying, site design grading, fire loop waterline main extension, sanitary sewer and drainage systems for the proposed campus. In addition, the project required permitting, surveying, PS&E, and construction observation. Coordinate and run appropriate meeting with the design team throughout the duration of the project. Project is complete and opened on August 2018.

UISD 2013 Bond Program Elementary School #28 – EG Ranch Elementary School, Laredo, Texas – Served as Project Manager on this project that involved site civil engineering design for the elementary campus located off EG Ranch Road. The project consisted of site design grading, fire loop waterline main extension, sanitary sewer and drainage systems for the proposed campus. In addition, the project required permitting, surveying, PS&E, and construction observation. Coordinate and run appropriate meeting with the design team throughout the duration of the project. Project was completed and opened in July 2017.

UISD 2013 Bond Program Elementary School #27 – Veterans Memorial Elementary School, Laredo, Texas – Served as Project Manager on this project that involved site civil engineering design for the elementary campus located near St. Luke Blvd. and Solomon Casseb Drive. Project consisted of site design grading, fire loop waterline main extension, sanitary sewer and drainage systems for the proposed campus. In addition, the project required permitting, surveying, PS&E, and construction observation. Coordinate and run

appropriate meeting with the design team throughout the duration of the project. Project was completed and opened in August 2015.

Medline Industries, Inc. Parking Facility, Laredo, Texas - Served as Project Manager on this project that involved civil engineering designs for the 3.5-million-dollar new 7-acre concrete parking lot facility located in the Killam Industrial Park in Laredo Texas. The project included a new guard house and parking lot expansion for an additional 205 trucks. The project involved design grading, utility design, and storm drainage design, for the new proposed parking facility. Prepared surveying, utility coordination, and PS&E, in addition to construction observation. Coordinate appropriate meetings with the design team throughout the duration of the project. The project was completed in March of 2019.

La Salle County Encinal Community Center and Library Addition– La Salle County, Texas – Served as Project Manager on this project that involved surveying and site civil engineering design for the new community center located at the southeast corner of the intersection of Nopal and Alpine Street in Encinal, Texas. The 6-million-dollar project consisted of demolition, site design, dimensional, grading, water / sanitary sewer services and storm water pollution prevention. The project was completed in in the fall of 2020.

La Salle County Dialysis Clinic TxCDBG 721-8088 – La Salle County, Texas – Served as Project Manager on this project that involved platting, surveying and site civil engineering design for the new County dialysis clinic off Baylor Street in Cotulla, Texas. The 2-million-dollar project consisted of site design, dimensional, grading, water / sanitary sewer services and storm water pollution prevention. The project is scheduled to be completed in the Fall of 2021.

La Salle County Annex Building – La Salle County, Texas – Served as Project Manager on this project that involved surveying and site civil engineering design for the new County Annex facility located at the southwest corner of the intersection of Tilden and Kerr Street in Cotulla, Texas. The 2.5-million-dollar project consisted of site design, dimensional, grading, water / sanitary sewer services and storm water pollution prevention. The project was completed in in the summer of 2020.

La Salle County Encinal Fire Station No. 2 - Encinal, Texas – Served as Project Manager on this project that involved site civil engineering design for the fire station campus located near State Highway 44 and Encinal Blvd. Project consisted of site design, dimensional, grading, detention design, water / sanitary sewer services and storm water pollution prevention. Prepared project surveying and PS&E. The project was completed in August 2017.

La Salle County La Salle County Fire Station No. 1, Martinez Park Improvements, and Martinez Park Pool and Pavilion Building, La Salle County, Texas – Served as Project Manager. The project involved directly overseeing construction administration for the 16-million-dollar project for the County. The project included assisting the County with project bidding & advertisement, periodic field inspections, implementing owner requested field changes, reviewing change orders, reviewing contractor payment applications, and assisting with final project closeout. The project was completed in 2016 and is in full operation.

City of Cotulla IH 35 Gas Line Relocation Project – Cotulla, Texas – Served as Project Manager. The project involved relocation and/or removal an existing City gas main within TxDOT right of way near the intersection of Business 35 (Main Street) and IH-35. The project was required to accommodate future TxDOT roadway and drainage improvements along the IH-35 frontage roads. The proposed gas line improvements included auger bores, gas main, steel casing, valves, and new gas services within the project limits. The project

included field surveying, PS&E, and construction observation. The project just completed final acceptance and is completed.

Pinto Valle Cold Point LLC Storage Facility, Laredo, Texas - Served as Project Manager on this project that involved civil engineering designs for the 4.5 acre cold storage facility located in Pinto Valle Industrial Park in Laredo Texas. The new 45,500 square foot facility included 19 loading docks, concrete truck parking lot, and a passenger car parking lot. The project involved design grading, utility design, and storm drainage design, for the new proposed cold storage facility. Prepared surveying, utility coordination, and PS&E, in addition to construction observation. Coordinate appropriate meetings with the design team throughout the duration of the project. The project was completed in March of 2019.

City of Cotulla Poole Street Roadway and Waterline Improvements Project – Cotulla, Texas – Served as Project Manager. The project involved pavement reconstruction and waterline improvements within Poole Street from Goft Street to Hall Street. The project included field surveying, PS&E, and construction observation. The project is ready to commence construction and is expected to be completed in the fall of 2021.

City of Cotulla Ortiz Street Drainage TxCDBG 721-9089, Cotulla, Texas – Served as Project Manager. The project involved pavement reconstruction and drainage improvements of an existing residential roadway within the city limits. The project limits of the roadway included Ortiz Street from Buckley Street to Goft Street and Market Street from Buckley to Goft Street. The project involved surveying, deed / plat research, PS&E, and construction observation for the project. The project is expected to commence construction in July 2021.

City of Cotulla Lone Star Road Improvements, Cotulla, Texas – Served as Project Manager. The project involved pavement reconstruction of an existing roadway within the city limits. The project limits of the roadway included from IH 35 southbound west frontage road to Pena Road (~ 4,000 linear feet). The project involved surveying, PS&E, and construction observation for the project.

City of Cotulla Stewart Street Improvements, Cotulla, Texas – Served as Project Manager. The project involved paving an existing residential roadway within the city limits. The project limits of the roadway included from Copp St. to Boutwell St. (~ 1,500 linear feet). The project involved surveying, PS&E, and construction observation for the project.

City of Cotulla Mustang Creek Land Acquisition and Drainage Analysis, Cotulla, Texas – Served as Project Manager and Project Surveyor. The project involved ownership map and perform preliminary drainage analysis along Mustang Creek. The project and acquisition limits of the project began at State Highway 97 and extended to Martinez Street (~ 4,300 linear feet). The existing drainage watershed encompassed of approximately 9,300 acres. The initial phase of the project included performing deed research for over 70+ parcels and identifying existing landowners and existing drainage easements adjacent to the Creek that may have been dedicated to the City. S & B completed the title research for each parcel and identified the owner contact information on the ownership map. S & B also completed a preliminary hydraulic analysis to help determine the existing capacity and the proposed channel section required to manage the existing drainage flows within the area for a 25-year 100-year rain event. The analysis included modeling the watershed using the HEC-RAS and HEC-HMS.

El Jardin Roadway Improvements Project, La Salle County Texas – Served as Project Manager. The project involved reconstructing and improving a 5-mile section of an existing gravel road along El Jardin Road. The

project limits of the proposed improvements began at the intersection of FM 624 / El Jardin Road and extends approximately 5 miles east. The 6-million-dollar project involved in the deed research, topographic and improvement surveys, drainage culvert replacements and design, preparation of the PS&E package and construction management. The project is currently under construction and is scheduled to be completed in June of 2021.

Valley Wells Roadway Improvements Project, La Salle County Texas – Served as Project Manager. The project involved reconstructing and improving an 8-mile existing gravel road along in La Salle County Precinct #1. The project limits of the proposed improvements begin at the intersection of FM 468 / Valley Wells Road and extends approximately 8 miles west to the Dimmit County line. The 9.5-million-dollar project involves in the deed research, topographic and improvement surveys, drainage culvert replacements and design, and preparation of the PS&E package. The project is currently under design and is scheduled to commence construction in the summer of 2021.

Civil Engineering Consultants, Laredo Division, Laredo, Texas – Served as Project Manager, managing Project Engineers and other staff within the Division. Ensured overall financial performance of projects including reviewing and coordinating with Division Manager to monitor project budgets, backlog, and profitability. Create and review all contracts and invoices. Prepared preliminary and final design plans including managing the preparation of Plans, Specifications, and Estimate (PS&E) packages. Prepared engineering cost estimates, schedules, design calculations, final plan production, and contract documents.

City of Laredo Professional Baseball Facility, Laredo Texas – Served as Project Manager on this project that involved site civil engineering design for a 39-acre 22-million-dollar baseball stadium located off Sinatra Parkway near the Laredo Energy Arena. Project consisted of site design grading, waterline main extension, sanitary sewer and drainage / detention systems for the proposed facility. Prepared surveying and PS&E, in addition to construction observation. Coordinate and conducted appropriate meeting with city officials throughout the duration of the project.

Laredo ISD Shirley Field Sports Complex, Laredo ISD, Laredo, Texas – Served as Project Manager on this project that involved site civil engineering design for the reconstruction of an existing track and field for the school district project. Project consisted of demolition of the existing facility, site grading, waterline, sanitary sewer and drainage and detention systems. Prepared surveying and PS&E in addition to construction observation. Coordinated and conducted appropriate meeting with city officials and the contractor throughout the duration of the project.

UISD JB Alexander Track and Field and Soccer Field, United ISD, Laredo, Texas – Served as Project Manager on this project that involved site civil engineering design for the reconstruction of a practice field and reconstructing with a new 9 lane track and football and soccer field for the school district. Project consisted of demolition of the existing facilities, site grading, waterline, sanitary sewer and drainage and detention systems. Prepared surveying and PS&E in addition to construction observation. Coordinated and conducted appropriate meeting with city officials and the contractor throughout the duration of the project.

UISD Alexander, United South and LBJ High School Science Wing Additions, United ISD, Laredo, Texas – Served as Project Manager on this Design Build project that involved site civil engineering design for the addition of science lab wings at each campus. Project consisted of renovation of the existing facilities, site grading, waterline, sanitary sewer and drainage systems. Prepared surveying and PS&E in addition to construction observation. Coordinated and conducted appropriate meeting with school, city officials and the contractor throughout the duration of the project

UISD United South and LBJ High School Tennis Court Addition, United ISD, Laredo, Texas – Served as Project Manager on this Design Build project that involved site civil engineering design for the expansion of the tennis court facilities at each campus. Project consisted of renovation of the existing facilities, site grading, waterline, sanitary sewer and drainage and detention systems. Prepared surveying and PS&E in addition to construction observation. Coordinated and conducted appropriate meeting with school, city officials and the contractor throughout the duration of the project.

City of Cotulla Pavement Reconstruction Improvements Project, City of Cotulla, Texas – Served as Project Manager. The project involved the pavement reconstruction of approximately 2.5 miles of roadways within the City of Cotulla. Assisted the City to obtain the Rural Development Loan funding program. Project consisted of pavement reclamation and mill and overlay methods to restore the pavement structural integrity within the City. Prepared feasibility studies, surveying, PS&E, and construction resident inspection and observation. Coordinated and conducted appropriate meetings with city officials throughout the duration of the project.

Stripes Convenience Stores, Laredo and Surrounding Counties, Texas – The projects consisted of providing site civil engineering services for each site. Projects involved site grading, offsite utility extensions and services, and City and TxDOT permitting services. Prepared surveying and PS&E for each site.

WORK HISTORY

| | |
|--|-------------------------|
| TopSite Civil Group, LLC, Laredo, Texas | 4/2021 – present |
| S&B Infrastructure, Ltd., Laredo, Texas | 6/2013 – 4/2021 |
| Civil Engineering Consultants, Laredo, Texas | 9/2007 – 6/2013 |
| Puig Engineering, LLC, Laredo Texas | 11/2004 – 9/2007 |
| Foster Engineering Company, Laredo Texas | 5/2003 – 11/2004 |



EDUCATION

BS, Civil Engineering, Texas A&M University, College Station, Texas, 2003

LICENSES AND REGISTRATIONS

Licensed Professional Engineer: State of Texas No. 101308

Texas Registered Professional Land Surveyor No. 6242

EXPERIENCE

Mr. Villarreal has over 19 years of experience in Engineering, Surveying, Project Management and Construction Management. As a Land Development Manager, he has managed a team which includes: utility coordination, drainage and grading, boundary surveying, subdivision planning and platting, civil engineering, hydraulics/hydrology, civil site development, site assessment, and traffic control. Mr. Villarreal has also been in charge of construction of land development projects that require cost estimating, scheduling and quality control. His extensive experience has made him a team lead in PS&E design, bidding and construction management. In addition to Mr. Villarreal's technical expertise, his supervisory role in team and business management have been an asset to the many tasks and projects.

TopSite Civil Group, LLC, Laredo, Texas – Mr. Villarreal is currently serving as Managing Partner and Principal for the Laredo Office. He oversees the Surveying and Land Development jobs in Laredo, Texas and surrounding areas. He leads a team that currently works on platting, rezoning and annexations for all land development jobs. Mr. Villarreal is also involved in preparing cost estimates and budgeting for projects. He works closely with the clients and contractors to keep an efficient schedule for all projects. He also oversees and permitting required for projects to commence work. His role also includes office management and monitoring the finances of the company to ensure profitability.

Howland Engineering and Surveying Company, Laredo, Texas – Mr. Villarreal worked for the firm for the last 18 years, the last 10 which he served as Land Development Manager of the Civil Engineering Department. His tasks included master planning, platting, surveying, rezones, annexations and civil construction documents. His role included many meetings with different departments within the City of Laredo, the Planning and Zoning Commission and the Laredo City Council. In addition to City of Laredo work, Mr. Villarreal also worked on projects for Webb County and the Texas Department of Transportation (TxDOT). These tasks with Webb County and TxDOT include many roadway and highway design projects. His supervisory responsibilities lead a team of technicians, field crews, construction managers and engineers to succeed in the projects at hand.

City of Laredo Subdivision Platting– Laredo, Webb County, Texas – Served as Project Engineer or Project Manager of the master planning, design, surveying and construction of subdivisions in the Laredo and Webb County limits. Some of these projects also included the required annexations, rezoning and permitting to obtain approval. Drainage, pavement, water, wastewater and traffic design were the key tasks that needed to be accomplished in order to have the municipal entities approve the projects. The complete submittal packages to Planning & Zoning and One Stop Shop were thorough and precise in order to obtain approval. Providing bidding packages, construction management and inspections were vital in obtaining acceptance so that the City and County can take over improvements as per require specifications. The following are a list of projects (within the last 5 years), that included residential, commercial and industrial, to which subdivision platting was a key component:

- Antler Crossing Phase 1 (residential)
- Antler Crossing Phase 2 (residential)
- Antler Crossing Phase 3 (residential)

Antler Crossing Phase 4 (residential)
Antler Crossing Phase 5 (commercial)
Cielito Lindo Phase IX (commercial)
Cielito Lindo Phase X (commercial)
Cielito Lindo Phase XIV (commercial)
Cielito Lindo Autozone Plat (commercial)
Los Presidentes East Subdivision Phase 1 (residential)
Los Presidentes East Subdivision Phase 2 (residential)
The Coves at Winfield Phase 1 (residential and institutional)
The Coves at Winfield Phase 2 (residential and institutional)
Cielito Lindo/Carm Subdivision Phase XXII (residential)
Cielito Lindo/Carm Subdivision Phase XXIII (residential)
Allenwoods Subdivision (residential)
Monaco Subdivision (residential)
North Laredo Industrial Park Phase I (industrial)
North Laredo Industrial Park Phase II (industrial)
North Laredo Industrial Park Phase III (industrial)
North Laredo Industrial Park Phase IV (industrial)
North Webb Industrial Park Phase III (industrial)
Garmar Park (industrial)
Los Presidentes Right of Way Dedication
Alarcon Plat
Las Fincas Subdivision Phase 1
Harmony Hills Subdivision Phase 1
Cigarroa Middle School Plat

Site Civil Design– Laredo, Webb County, Texas – Served as Project Engineer or Project Manager of the construction documents for site civil design for various business and tracts. These tasks included grading, utility design, storm water design, storm water pollution prevention and pavement design for the various site civil projects. Coordination with a team of architects, engineers, planners and real estate agents was key to providing the best packages for approval by the municipal departments that approved the designed for construction. Coordinating with private utilities was vital to providing services to the end user. All permitting, reports and analysis were included in these packages to obtain approval for construction. The following are a list of projects (within the last 5 years), that included site civil design as key component:

Aqua Carwash Clark Blvd
Aqua Carwash Del Mar Blvd
Unitrade Warehouse Addition on Flecha Lane
Fatima Warehouse
La Reynera Warehouse
Family Dollar on Pita Mangana
El Dorado Condominiums
H&H Logistics Warehouse
Welldex Warehouse
Yard Pave at Mercury Drive
Veteran’s Baseball Field
Texas Community Bank Annex
Shiloh Church

Surveying– Laredo, Webb County, Texas – Served as Professional Surveyor and Survey Manager. Main tasks were to analyze field work, deeds, title commitments and surrounding adjoining to establish surveys for plat and purchases of property. Determine meets and bounds with corresponding legal descriptions. Research and site assessment were key in determining the best determination of boundaries, topography and improvements. The following are a list of surveys (within the last 5 years):

- North Laredo Industrial Park Survey Exhibits
- Guama Park Ranch Survey
- Corazon Ranch ALTA/ASTM Survey
- Alterri Warehouse ALTA/ASTM Survey
- Marriott Townplace ALTA/ASTM Survey
- Sonterra Apartments ALTA/ASTM Survey
- North Village ALTA/ASTM Survey
- Fedex Freight ALTA/ASTM Survey

City of Laredo Industrial Street Project – Laredo, Texas – Served as one of the Project Engineers. Was tasked with evaluating the existing industrial parks in Laredo, Texas. These evaluations led to the decisions to which roadways and intersections to rehabilitate or reconstruct. The project also consisted of preparing reports and construction plans in order to better the streets at the industrial parks in question. Construction management and traffic control was a key component in producing a safe and successful project. The total cost of the project approximately 20 million dollars.

PROFESSIONAL MEMBERSHIPS (past and present (company and personal))

- Texas Society of Professional Engineers
- National Society of Professional Engineers
- Texas Society of Professional Surveyors
- American Society of Civil Engineers
- Laredo Next Generation Rotary Club (past president & board member)
- Laredo Builders Association (board member)

WORK HISTORY

| | |
|--|------------------|
| TopSite Civil Group, LLC, Laredo, Texas | 5/2021 – present |
| Howland Engineering & Surveying Company, Laredo, Texas | 9/2003 – 5/2021 |
| Bury & Partners, San Antonio, Texas | 5/2003 – 9/2003 |

EDUCATION

BS, Civil Engineering, University of Texas San Antonio, 2002

LICENSES AND REGISTRATIONS

Licensed Professional Engineer: State of Texas No. 100082

Texas Registered Professional Land Surveyor No. 5986

TxDOT Pre-certification Codes: 15.1.1, 15.1.2, 15.1.3, 15.1.4, 15.2.1

EXPERIENCE

Mr. Escamilla has over 20 years of experience in both engineering and surveying for residential, commercial, ranch, design, oil and gas, adding to his experience in Land Planning and Land Development. Mr. Escamilla has managed several City and County projects and is familiar with coordinating with several departments during the platting process. He can handle all aspects of projects, including drafting, writing reports, designing, construction inspection, financial, and project closeout. He is also a professional title researcher for Right-of-Way (ROW) land acquisition.

TopSite Civil Group, LLC, Laredo, Texas – Serving as partner, Mr. Escamilla ensures the company's overall financial performance, including reviewing to monitor project budgets, backlog, and company profitability. Mr. Escamilla has worked on many engineering and surveying projects throughout South Texas. His experience and expertise includes but not limited to photogrammetry, right of way acquisition, mapping, abstracting, platting, surveying, civil engineering, and PS&E.

S&B Infrastructure, LTD, Laredo, Texas – Under previous employment, Mr. Escamilla served as As Project Manager, is responsible for all aspects of project management, including but not limited to securing contracts, customer service, billing and collections. In addition to responsibilities as project manager, he is also responsible for securing new work and client satisfaction. He was charged with the responsibility to start up a surveying division for S & B as well as secure work for the Laredo Office a sustainable workplace.

Mustang Creek Drainage Improvements (City of Cotulla) - S & B, was tasked with the job of assisting the City of Cotulla with improvements to Mustang Creek. Mustang creek is one of two major creeks traversing the City of Cotulla and due to lack of capacity, flooding in the area has caused tens of thousands of dollars of damage over the past few years. S&B has been hired to assist in the analysis and acquisition of land needed to improve the creek to handle normal storm flows and prevent additional future damage to the residents in the area.

Espejo Gates Reconstruction (Webb County) - This project required coordination with County representatives to secure state grant funds to offset the damage done to county roads due to heavy oil and gas work. Once funds were secured, design on a 5 miles section of county road was selected to be reconstructed. In addition to the drainage concerns and increased traffic from oil operations, coordination with the County and TxDOT was crucial to a successful finished product.

La Salle County Appraisal District Title Work (La Salle County) - -This project required the professional efforts to identify portions of the county that had not been graphically identified. This process included the title research of an area and deciphering the chain of title from the State of Texas to its current owners. With this information collected, the appraisal district was able to determine which accounts new improvements would be assessed to correctly. This project consisted of mapping and researching title to thousands of properties over the course of two years.

APPENDIX B
CERTIFICATE OF INSURANCE



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
08/06/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).


| | | |
|---|--|------------------------|
| PRODUCER BizInsure LLC 2950 Buskirk Ave Suite 300 Walnut Creek, CA. 94597,USA | CONTACT NAME: Daniel Scott PHONE (A/C, No, Ext): 1-877-900-9998 E-MAIL ADDRESS: support@bizinsure.com | FAX (A/C, No): |
| | INSURER(S) AFFORDING COVERAGE | |
| INSURED Top Site Civil Group, LLC 425 Lake Moraine, LAREDO, TX 78045 | INSURER A : Beazley Insurance Company, Inc. | NAIC # 37540 |
| | INSURER B : | |
| | INSURER C : | |
| | INSURER D : | |
| | INSURER E : | |
| | INSURER F : | |

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSR LTR | TYPE OF INSURANCE | ADDL INSR | SUBR WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS |
|----------|---|--|------------------------------|---------------|-------------------------|-------------------------|--|
| | GENERAL LIABILITY <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC | | | | | | EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$ |
| | AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS | | | | | | COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$ |
| | UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$ | | | | | | EACH OCCURRENCE \$ AGGREGATE \$ \$ |
| | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below | <input type="checkbox"/> Y <input checked="" type="checkbox"/> N | <input type="checkbox"/> N/A | | | | <input type="checkbox"/> WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$ |
| A | Professional Liability (E&O) | | | V1463R21PNPM | 04/27/2021 | 04/27/2022 | Coverage: \$1,000,000 Aggregate: \$1,000,000 Deductible: \$5,000 |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
This certificate is issued for evidence purposes only.

| | |
|--|--|
| CERTIFICATE HOLDER Webb County Texas 1110 Washington ST LAREDO, TX 78040 LOAN #: ID #: | CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE  |
|--|--|

APPENDIX C
REQUIRED FORMS

THIS FORM MUST BE INCLUDED WITH RFQ PACKAGE; PLEASE CHECK OFF EACH ITEM INCLUDED WITH RFQ PACKAGE AND SIGN BELOW TO COMPLETE SUBMITTAL OF EACH REQUIRED ITEM.

RFQ 2021-007
“Civil Engineering Services – Webb County Fairgrounds Project”

Proposer Information form

Statement of Qualifications

Conflict of Interest form (Form CIQ)

Certification regarding Debarment (Form H2048)

Code of Ethics Affidavit

Proof of No Delinquent Tax Owed to Webb County



Signature of person completing RFQ

8/20/2021

Date



Proposer Information

Name of Company: Top Site Civil Group, LLC

Address: 6262 McPherson Road Suite 206 Laredo, Texas 78041

County and State Webb County, Texas

Phone: 956.725.5057

Email Address: j.martinez@topsitecivil.com

Signature of Person Authorized to Sign:

A handwritten signature in black ink, appearing to read "Jorge A. Martinez", written over a horizontal line.

Signature

Jorge A. Martinez, PE RPLS

Print Name

Managing Partner

Title

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

Owner

8.2.2021

(Date)

Note:

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

If any further information is required, please call the Webb County Contract Administrator, Juan Guerrero, at (956)523-4125.

MINIMUM INSURANCE REQUIREMENTS

During the term of the Contract, the Contractor at its sole cost and expense shall provide primary commercial insurance of such type and with such terms and limits as may be reasonably associated with the Contract. As a minimum, the Contractor shall provide and maintain the following coverage and limits:

Workers Compensation, as required by the laws of Texas, and Employers' Liability, as well as All States, USL&H and other endorsements if applicable to the project, and in accordance with state law.

Employers' Liability

Each Accident: \$1,000,000

Disease – Each Employee:

\$1,000,000 Policy Limit:

\$1,000,000

Commercial General Liability, including but not limited to the coverage indicated below. Coverage shall not exclude or limit Products/Completed Operations, Contractual Liability, or Cross Liability. Webb County shall be named Additional Insured on primary/non-contributory basis.

Each Occurrence: \$1,000,000

Personal and Advertising Injury:

\$1,000,000 Products/Completed

Operations: \$1,000,000 General

Aggregate (per project): \$2,000,000

Automobile Liability, including coverage for all owned, hired, and non-owned vehicles used in connection with the contract. Webb County shall be named Additional Insured on primary/non-contributory basis.

Combined Single Limit-Each Accident: \$1,000,000

Umbrella/Excess Liability (Webb County shall be named Additional Insured on primary/non-contributory

basis) Each Occurrence/Aggregate: \$1,000,000

Professional/Errors & Omissions Liability (if applicable) Each Occurrence/Aggregate: \$1,000,000

Policies of insurance required by the contract shall waive all rights of subrogation against the County, its officers, employees and agents. If any applicable insurance policies are cancelled, materially changed, or non-renewed, contractor shall give written notice to the County at least 30 days prior to such effective date and within 30 days thereafter, shall provide evidence of suitable replacement policies. Failure to keep in force the required insurance coverage may result in termination of the contract. Upon request, certified copies of original insurance policies shall be furnished to the County.

CONFLICT OF INTEREST QUESTIONNAIRE

FORM CIQ

For vendor doing business with local governmental entity

OFFICE USE ONLY

Date Received

This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session.

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).

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.

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

1 Name of vendor 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 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.

N/A

Name of Officer

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.

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?

Yes No

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?

Yes No

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 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

8/2/2021

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.

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 Top Site Civil Group, LLC | Vendor ID No. or Social Security No. 86-3489225 | Program No. RFQ 2021-007 Civil Engr Services Webb County Fair Grounds |
|--|---|---|


8/2/2021

 Signature of Authorized Representative Date

Jorge A. Martinez, PE - Managing Partner

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.)

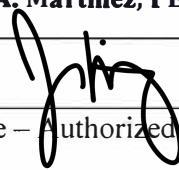
3. The undersigned shall require that the language of this certification be included in the award documents for all covered subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all covered subrecipients will certify and disclose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

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

- Yes
 No

| | | |
|---|--|--|
| Name of Contractor/Potential Contractor Top Site Civil Group LLC | Vendor ID No. or Social Security No. 86-3489225 | Program No. RFQ 2021-007 Civil Engr Services Webb County Fair Grounds |
|---|--|--|

| | |
|--|---|
| Name of Authorized Representative Jorge A. Martinez, PE | Title Managing Partner |
|--|---|



Signature – Authorized Representative

8/2/2021

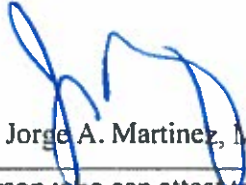
Date

PROOF OF NO DELINQUENT TAXES OWED TO WEBB COUNTY

Name Top Site Civil Group, LLC owes no delinquent property taxes to Webb County.

Top Site Civil Group, LLC owes no property taxes as a business in Webb County.
(Business Name)

Jorge A. Martinez owes no property taxes as a resident of Webb County.
(Business Owner)


Jorge A. Martinez, Managing Partner
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 Jorge A. Martinez, know to me (or proved to me on the oath of Jorge A. Martinez 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 23 day of August 2021.

Notary Public, State of Texas



Catalina Chavez

(Print name of Notary Public here)

My commission expires the 26 day of October 2024

**WEBB COUNTY PURCHASING DEPT.
QUALIFIED PARTICIPATING VENDOR CODE OF ETHICS
AFFIDAVIT FORM**

STATE OF TEXAS *

KNOW ALL MEN BY THESE PRESENTS:

COUNTY OF WEBB *

BEFORE ME the undersigned Notary Public, appeared Jorge A. Martinez, PE, the herein-named "Affiant", who is a resident of Webb County, State of Texas and upon his/her respective oath, either individually and/or behalf of their respective company/entity, do hereby state that I have personal knowledge of the following facts, statements, matters, and/or other matters set forth herein are true and correct to the best of my knowledge.

I personally, and/or in my respective authority/capacity on behalf of my company/entity do hereby confirm that I have reviewed and agree to fully comply with all the terms, duties, ethical policy obligations and/or conditions as required to be a qualified participating vendor with Webb County, Texas as set forth in the Webb County Purchasing Code of Ethics Policy posted at the following address: <http://www.webbcountytx.gov/PurchasingAgent/PurchasingEthicsPolicy.pdf>

I personally, and/or in my respective authority/capacity on behalf of my company/entity do hereby further acknowledge, agree and understand that as a participating vendor with Webb County, Texas on any active solicitation/proposal/qualification that I and/or my company/entity failure to comply with the Code of Ethics policy may result in my and/or my company/entity disqualification, debarment or make void my contract awarded to me, my company/entity by Webb County. I agree to communicate with the Purchasing Agent or his designees should I have questions or concerns regarding this policy to ensure full compliance by contacting the Webb County Purchasing Dept. via telephone at (956) 523-4125 or e-mail to the Webb County Purchasing Agent to joel@webbcountytx.gov.

Executed and dated this 23 day of August, 2021.

Signature of Affiant

Jorge A. Martinez, PE - Top Site Civil Group, LLC - Managing Partner

Printed Name of Affiant/Company/Entity

SWORN to and subscribed before me, this 23 day August, 2021



Catalina Chavez
NOTARY PUBLIC, STATE OF TEXAS