

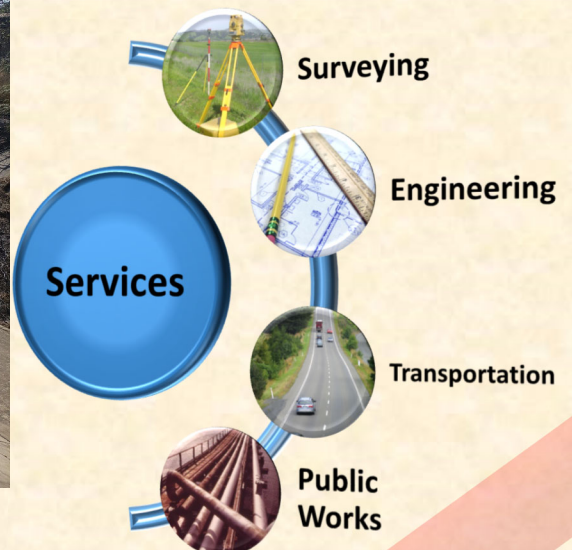


WEBB COUNTY, TEXAS

Statement of Qualifications

RFQ 2023-010 - ARPA Project No. 20

Engineering Services for the Rio Bravo Drainage Restoration Project



February 22, 2023

Juan Guerrero
Contract Administrator
Webb County
1110 Washington St., Suite 101
Laredo, Texas 78040

RE: RFQ 2023-010 – “ARPA Project No. 20 – Engineering Services for the Rio Bravo Drainage Restoration Project”

Dear Mr. Guerrero and members of the selection committee,

Top Site Civil Group, LLC is proud to present our Statement of Qualifications for the Rio Bravo Drainage Restoration Project. We are committed to providing the services required by the County, and this Statement of Qualifications is valid for ninety (90) days from the deadline of submission.

The Top Site Civil Group, LLC is the best equipped and most competent team to provide the services outlined in this RFQ to the county. Here are the fundamental principles and key strengths that TSCG possesses to ensure a successful outcome for the project.

Local Knowledge: Understanding the Heart of Rio Bravo, Texas

The community of Rio Bravo, Texas, located in Webb County, has suffered from a long history of flooding due to inadequate planning during its initial development. As a result, this low-income community has been plagued by frequent flooding incidents, causing significant damage to homes, businesses, and critical infrastructure.

At Top Site Civil Group, we have knowledge of the overall drainage watershed and patterns. This knowledge will assist the community to come up with improvements that will have substantial effects on the safety in the area.

Big Picture: Knowledge to address the causes of the problem.

Our team analyzed the drainage patterns in the area and has a strong understanding of the causes of the erosion problems the county is facing. In addition to addressing the immediate needs of the County, TopSite and it's team will propose additional solutions to correct the drainage issues affecting the Rio Bravo Community.

Sincerely,



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

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TOP SITE CIVIL GROUP, LLC

Introduction

Top Site Civil Group has quickly established itself as an expert in delivering top-quality projects for local government entities. Together with Vickrey and Associates, a proven leader in large drainage projects, and Castle Engineering and Testing, an established local geotechnical engineering and construction material testing firm, Top Site Civil Group has the breadth of expertise necessary to tackle even the most complex projects.

All three companies have worked together successfully in the past, collaborating on projects that required a diverse range of skills and knowledge. This demonstrates that the team has a deep understanding of each other's strengths and can effectively work together to achieve the best possible outcomes.

With their combined experience and expertise, Top Site Civil Group, Vickrey and Associates, and Castle Engineering and Testing are well-positioned to deliver outstanding results for Webb County and the community of Rio Bravo. The companies' collaborative approach and proven track record of successful project delivery ensure that the project will be completed to the highest standards, while meeting the unique needs of the local community.

At Top Site Civil Group, LLC, we prioritize collaboration with Webb County to ensure that the restoration work aligns with their specific needs and expectations. Our team has a proven track record of success in completing complex infrastructure projects, and we are confident in our ability to deliver the high-quality results that Webb County expects. The project to restore and stabilize the infrastructure at the north Rio Bravo drainage channel outfall and the effluent line and manhole at the end of Centeno Lane in Rio Bravo, Texas can be broken down into the following categories of work:

Consultation, Planning and Preliminary Design: During this phase, Top Site Civil Group, LLC will work closely with Webb County and Rio Bravo to assess the damage to the infrastructure, identify the necessary repairs, and develop a plan to restore and stabilize the system. This will include a comprehensive site evaluation, review of existing documentation and design plans, and meetings with relevant stakeholders to ensure that the proposed plan meets the needs and expectations of both Webb County and Rio Bravo.

Construction document preparation for bid solicitation: Once the preliminary design is approved, the team will develop detailed construction documents that will be used to solicit bids from contractors. These documents will include detailed plans and specifications for the repairs, as well as any necessary permits, environmental reviews, and other regulatory requirements. Throughout this phase, we will maintain open lines of communication with Webb County and Rio Bravo to ensure that the design documents meet all their requirements.

Mandatory Attendance of Pre-Bid/Proposal Meeting(s) (Q&A sessions w/Bidders): During this phase, Top Site Civil Group, LLC will host a pre-bid meeting to answer any questions that potential bidders may have regarding the project. This meeting is mandatory for all bidders and is an opportunity to clarify any issues related to the construction documents. Throughout the bidding process, we will work collaboratively with Webb County and Rio Bravo to evaluate bids and select a contractor that is best suited to meet the needs of the project.

Construction Administration and Observation: Once the project is awarded to a contractor, Top Site Civil Group, LLC will oversee the construction process, providing construction administration and observation services to ensure that the work is completed in accordance with the design plans, specifications, and regulatory requirements. Throughout this phase, we will maintain regular communication with both Webb County and Rio Bravo to ensure that the project is progressing as planned and to address any issues that may arise.

Project Closeout: Once the construction is complete, Top Site Civil Group, LLC will provide project closeout services, including final inspections, testing, and documentation to ensure that the repairs meet all necessary requirements and that the system is operating as intended. This phase will also include final documentation and reports for the County's and Rio Bravo's records. Throughout this phase, we will work collaboratively with both Webb County and Rio Bravo to ensure that all requirements are met, and that the project is successfully completed.

Throughout the entire project, Top Site Civil Group, LLC is committed to maintaining open lines of communication with Webb County and Rio Bravo, fostering a constant collaborative effort. We will work together with all stakeholders involved to ensure that the project is completed to the highest standards, on time, and within budget. Regular meetings will be held with both entities to ensure that the project meets their needs and expectations, and that any concerns or issues are promptly addressed. In addition to the local coordination, we plan on reporting and delivering project updates to the following Federal Agencies

FEMA – Erosion control activity will be primarily within the limits of the Zone A of the Rio Grande

IBWC – Any Construction activity affecting the flows of the Rio Grande must be coordinated with the **IBWC** out of El Paso

CORPS OF Engineers – Possible 404 permitting when dealing with the Waters of the US.

Our goal is to create a partnership that is built on mutual trust and respect, and that will lead to a successful and long-lasting relationship with Webb County and Rio Bravo. At Top Site Civil Group, we are dedicated to delivering exceptional results for the Rio Bravo community. With our combination of local knowledge, years of experience, and experienced personnel, we are confident that we are the best choice for this important project.

COMPANY HISTORY

TOP SITE CIVIL GROUP, LLC (TSCG), was formed in April of 2021 by Jorge Martinez, Manuel Escamilla and Ricardo Villarreal. With over 20 years of experience each in the local engineering market, they knew they were ready to begin offering engineering and surveying services on their own. Since the start the company has grown from the 3 founding partners into a 10-person firm that offers not only engineering but surveying services and construction inspection/management services.

SPECIAL SERVICES NEEDED BUT NOT LISTED IN RFQ

- 2D/3D Flood Modeling for storm water analysis
- Aerial Lidar topography and photogrammetry

PROJECT EXPERIENCE/REFERENCES

CITY OF LAREDO / ARTURO GARCIA
CITY OF COTULLA / LARRY DOVALINA
LA SALLE COUNTY / COUNTY JUDGE LEODORO MARTINEZ, III
JIM HOGG COUNTY / COUNTY JUDGE JUAN CARLOS GUERRA
UNITED I.S.D./IGNACIO ANALIZ
JHS ARCHITECT, INC. / JUAN HOMERO SANCHEZ, AIA

UNDERSTANDING OF PROJECT SCOPE

As the project manager of Top Site Civil Group, LLC, I understand that Webb County is seeking a qualified and licensed Civil Engineering firm to restore and stabilize two designated areas of their infrastructure that have been damaged. Our team at Top Site Civil Group, LLC recognizes the importance of preserving the integrity of the existing system by stabilizing and restoring the damaged structures, specifically at the north Rio Bravo drainage channel outfall and the effluent line and manhole at the end of Centeno Lane in Rio Bravo, Texas.

Rio Bravo is facing a pressing issue of erosion, which poses a threat to its infrastructure. Our team, in collaboration with Vickrey and Associates and Castle Engineering and Testing, has identified several areas of concern throughout the city that have made the drainage situation unsustainable. We believe that addressing the erosion issues near the river is the first step in protecting the existing infrastructure. However, we also recognize that there is a need to expand the project to address the issues leading to excess runoff. Doing so would greatly benefit the residents of the city and help protect the county's investment in the area for years to come.

The expansion of the project is a crucial step in ensuring the sustainability of the city's infrastructure. Excess stormwater can lead to flooding, which can cause devastating consequences for the community. By taking proactive measures to address these issues, we can mitigate the impact of extreme weather conditions on the city's infrastructure and protect the health and well-being of its residents.

We understand that the success of the project depends on the involvement and support of various stakeholders, including local government officials, community members, and environmental experts. By working collaboratively with these groups, we can ensure that the project aligns with the best practices for environmental protection and meets the needs of the community.

We recognize the urgency of the situation and support the expansion of the project. Together, we can take proactive measures to protect the infrastructure of the city and secure its future for generations to come.

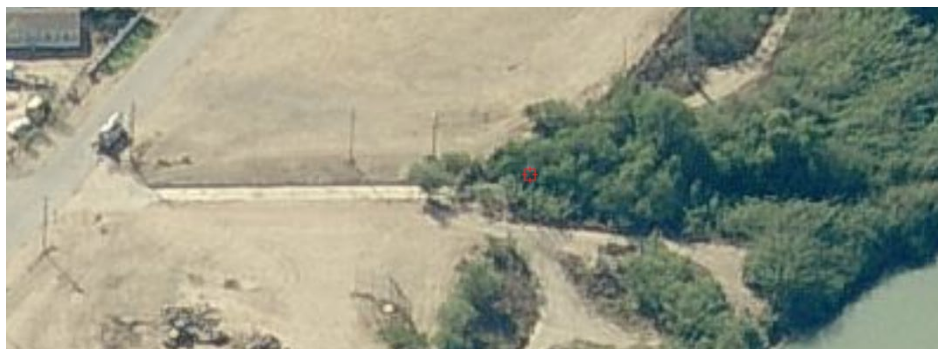


Figure 1—Centeno Lane outfall into Rio Grande showing vegetation adjacent to concrete outfall channel has been removed. (ca. December 2009)



Figure 2—Centeno Lane outfall into Rio Grande showing newly built concrete chute into existing outfall channel with vegetation downstream cleared (ca. January 2013)



Figure 3—Centeno Lane outfall into the Rio Grande showing the outfall chute has been undermined. Roughly 400 cfs pass through the Centeno Lane outfall at the red line shown in 3.

Sources of Problems:

Ponding to the South

Drainage patterns from East of Espejo Molina drain through a culvert located south of the elementary school at Espejo Molina. These flows then travel in a Northwesterly pattern through the DD Hachar Tract and pond in an area just south of Vela Drive. Once this area ponds up the water backs up and begins to flow back to Centeno Drive. This flow adds to the already flooded conditions of Centeno Drive.

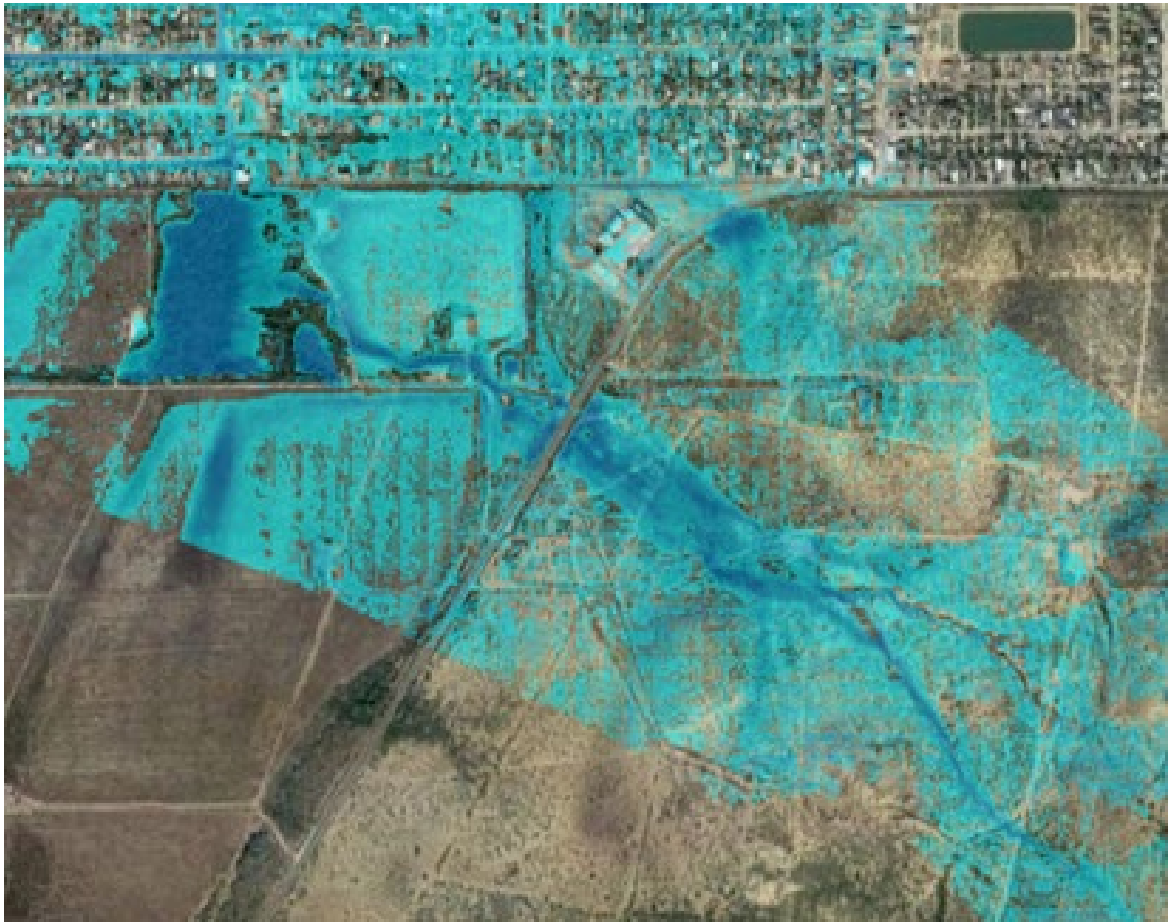


Figure 4—Rio Bravo area 2.5in rainfall event model

Excessive Flows Along Centeno Lane

The image below depicts the flows of water that flow down Centeno Lane during a 2.5 in rainfall event. This event is a simulated 2-year flood event, an event that we would see on average once every two years, and it is generating enough flow to have 1 foot of water build up on the street. This causes the flows of water on the street to be considered the highest rating of danger. With a depth of 12 inches and a velocity of 14 ft/sec, this would easily knock someone off their feet.

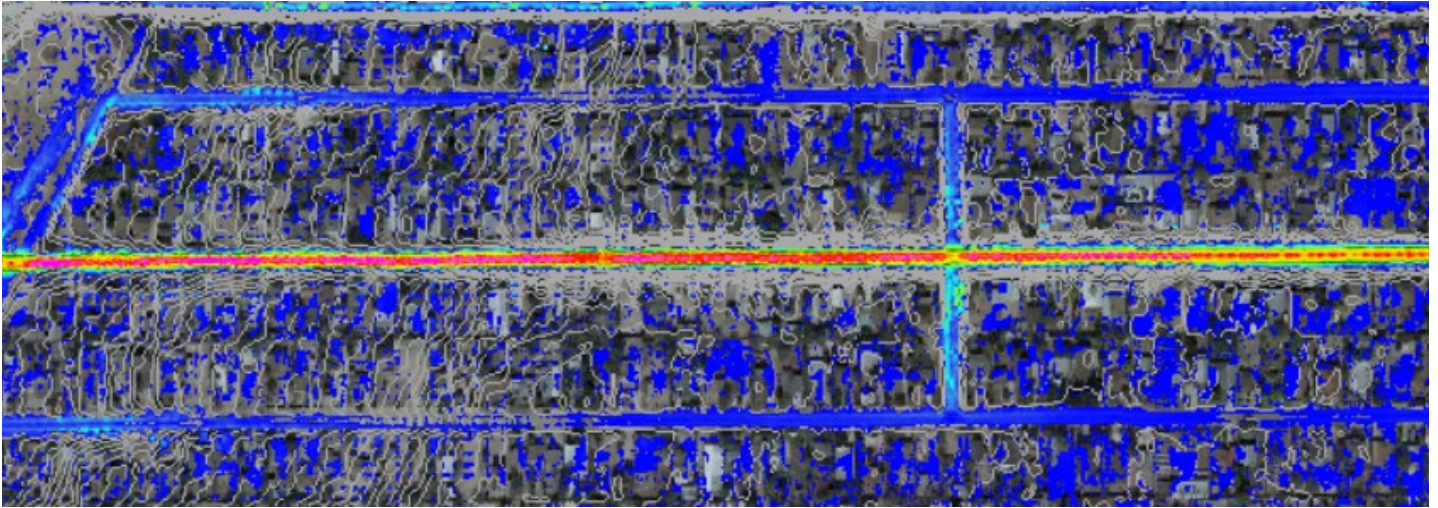


Figure 5 Depth-Velocity map showing areas greater than 8 as yellow with increasing intensity to red representing a product of 12. A rating of 8 and above is considered dangerous. Rio Bravo, Texas

Preliminary Engineering Recommendations

Channel Protection and Erosion Control

The northern channel and the outfalls at the west end of the city need to be protected from future storm events. If this area gets hit with more large flood events the erosion could damage and destroy more sections of the city's infrastructure.

Southern Flood Bypass

The flows of runoff coming from the east side of Espejo Molina should be bypassed and rerouted away from the city. Potentially sending the water directly west would alleviate the potential for flood backup and help to keep positive drainage from the city into the southern property.

Centeno Lane Drainage Infrastructure

Perhaps the most important of all suggestions for the overall drainage would be to incorporate an underground drainage system. This would improve not only improve the drainage system but would also help improve the safety of the residents.

REQUIRED FIRM INFORMATION

- a. Name and address of business entity submitting proposal

Top Site Civil Group, LLC
6262 McPherson Rd., Suite 206
Laredo, Texas 78041

- b. Type of business entity

Limited Liability Company

- c. Place of Incorporation

Texas

- d. Name and location of major offices and other facilities that relate to the Offeror's performance under the terms of this RFQ;

TOP SITE CIVIL GROUP, LLC
6262 MCPHERSON RD., SUITE 206
LAREDO, TEXAS 78041

- e. Name, address, business and fax number of the Offeror's principal contact person regarding all contractual matters relating to this RFQ;

Jorge A. Martinez, P.E., R.P.L.S.
6262 McPherson Rd., Suite 206
Laredo, Texas 78041
956.725.5057 (office)
956.904.5782 (fax)

ENGINEERING EXPERIENCE WITH WATERLINE EXTENSION PROJECTS(CON'T)

f. Full name and business address for each member, partner, and employee of the Offeror (and any sub-offerors) who will perform services on this project;

Offeror	Sub-Offeror	Sub-Offeror
Top Site Civil Group, LLC	Vickrey and Associates	Castle Engineering and Testing
6262 McPherson Rd. Suite 206	12940 County Parkway	3302 Cuatro Vientos Dr., Ste 12
Laredo, Texas 78041	San Antonio, Texas 78216	Laredo, Texas 78046
Jorge Martinez	Roberto Anguiano	Jesus Pompa
Ricardo Villarreal	Daniel Garica	Jesse Rodriguez
Manuel Escamilla	Craig Martinez	Luis Jaime
Ricardo Garcia	Matthew Anderson	Angel X. Hernandez
Karla Escamilla	Justin Murry	Ricardo A. Gonzalez
Kayla Lopez	Kenneth Rodgers	Martha Garza
Miguel Rangel Jr.		Rosie Perez
Jose Orlando Martinez		
Jose Francisco Martinez		
Rodolfo Hernandez		

g. A statement regarding the financial stability of the Offeror, including the ability of the Offeror to perform the functions required by this RFQ and to provide those services represented by the Offeror in its response.

Top Site Civil Group, LLC, represents that it is a financially stable company consistent with industry customary practices, with the technical abilities, along with the team presented to you, to perform the functions and services required by this RFQ. Top Site has a strong banking relationship with Texas Community Bank and Lyssa Gonzalez can be reached for reference at 956-722-8333 to support our statements.

SECTION E

Statement of Firms Qualifications

Top Site Civil Group has put together a team that has met all of the qualifications this RFQ has requested. We are familiar with this type of project and are incredibly confident that we will deliver a design with new and innovative methods that will be the standard of design for years to come.

Surveying – Our team has shown that it is capable of using the latest in surveying technology. This technology provides an overall added value to the design and makes for an overall better product.

Design – Using the latest in 3D modeling will allow the designers and owners the ability to visualize the potential conflicts within the program. Our knowledge of the surrounding areas and our efficiency in data collection during the utility coordination will benefit the project and the overall success of the contractor of the job.

Team Cohesion – The team members presented to you today have successfully completed projects in the region for many years. We understand how to work collaboratively to meet our goals.

JORGE A. MARTINEZ, P.E., R.P.L.S.

Project Manager

B.S., Civil Engineering; Texas A & M University 2003

Professional Engineer - 101173

Texas Professional Land Surveyor - 6568

Mr. Martinez is a partner in the firm Top Site Civil Group, LLC and has been a licensed engineer for over 15 years and a licensed land surveyor for 7 years. Working in different design capacities from Project Engineer to Principal-in-Charge. Mr. Martinez has had the opportunity to work on various water and sanitary sewer projects throughout the County. These projects have been in the form of new line extensions related to land and site development as well as the rehabilitation of segments of the system in older portions of town. In addition to the dozens of projects he has worked on in Laredo, he has also had the opportunity to work on several drainage infrastructure projects in the La Salle County area.

RICARDO M. VILLARREAL, P.E., R.P.L.S.

Quality Control Manager

B.S., Civil Engineering; Texas A & M University 2003

Professional Engineer - 101308

Texas Professional Land Surveyor - 6242

Mr. Villarreal is a partner in the firm Top Site Civil Group, LLC and has been a licensed engineer for over 15 years and a licensed land surveyor for 10 years. Working for the past 20 years in Laredo has provided the experience necessary to manage the projects anticipated with this rotational selection. He has developed strong working relationships with staff at all diverse levels of the city departments. He understands the requirements of the City of Laredo and can work with the local contractors to ensure the projects get built on time. His background in both engineering and surveying provides the experience to understand these utility replacement projects. His surveying background understand the importance of field measurements and recording all improvements and his engineering work gives him the design tools and ideas necessary to avoid the conflicts and pitfalls that can arise during these types of projects.

MANUEL E. ESCAMILLA, P.E., R.P.L.S.

Project Engineer

B.S., Civil Engineering; University of Texas San Antonio 2002

Professional Engineer - 100082

Texas Professional Land Surveyor - 5986

Mr. Escamilla is a partner in the firm Top Site Civil Group, LLC and has been a licensed engineer for over 16 years and a licensed land surveyor for 10 years. Beginning his career as a surveyor, Mr. Escamilla understands the importance of beginning design with accurate data from the field. This understanding will guide the surveying group to accurately model all existing conditions along the project route. His years in working with residential and commercial development has allowed for dozens of projects within the County.

ROBERT ANGUIANO, R.P.L.S.

Surveying Support

University of Texas at San Antonio, Bachelor of Real Estate Finance and Land Development
Texas Registered Land Surveyor, Registration No. 6347
TxDOT Pre-Certifications: 15.1.1, 15.2.1, 15.2.2, 15.3.3, 15.3.4, 15.3.5

Experience

- 20 years of land surveying experience across Texas
- Certified in support and processing of Mobile, airborne and UAV's collection of scanning data as well as photogrammetry
- Taking massive amounts of Field data, Mr. Anguiano can extract the smallest level of detail on these types of projects.
- complex interchanges, large area flood plain mapping, and many corridors throughout the State for various municipalities.
- He has completed several TxDOT Houston maintenance programs

KENNETH ROGERS, P.E., CFM

Drainage Analysis

B.S., Construction Engineering Technology, Tx Tech
M.S. Civil Engineering, University of Texas at San Antonio
Professional Engineer - 85461
Certified Floodplain Manager, Texas - No. 045903
Number of Years Licensed -14
Number of Years Experience in Role - 25
TxDOT Precertification - 17.5.1, 18.4.1

Experience in Drainage Channels

- Bexar County, Flood Control Program, Huebner Creek Enhanced Conveyance Project (Segments I, II & III), San Antonio, Tx
- Bexar County, Belverde Rd Low Water Crossing at Jung Rd (SC-27), Bexar County, Tx
- City of Cibolo, Town Creek Channel Restoration Project, Cibolo, Tx.
- TxDOT SAT District, FM 337 H&H Analysis, New Braunfels, Tx

JUSTIN MURRY, P.E., CFM

Drainage Engineer

B.S., Civil Engineering University of Texas
Professional Engineer - 107586
Certified Floodplain Manager, Texas - No. 3950-21N
Number of Years with Firm - 9
Number of Years Experience in Role - 25
TxDOT Precertification - 17.5.1, 18.4.1

Experience in Large Diameter Utilities

- City of Kyle Quail Ridge Drainage Improvements, Kyle Texas
- City of Corpus Christi Major Ditches
- City of Cibolo, Town Creek Channel Restoration Project, Cibolo, Tx.
- Fair Oaks Ranch Flood Mitigation Project, Fair Oaks Ranch, Texas

GATOR POINTE MASTERPLAN

Project Profile #1

Firm

Top Site Civil Group, LLC

Reference

George Martinez, owner

Project Manager

Ricardo Villarreal, PE, RPLS

Unique Project Features

- Federal Designations

Similarities to Webb Project

- Improvements to low lying areas
- Improvements for future development increased flow

Project Scope

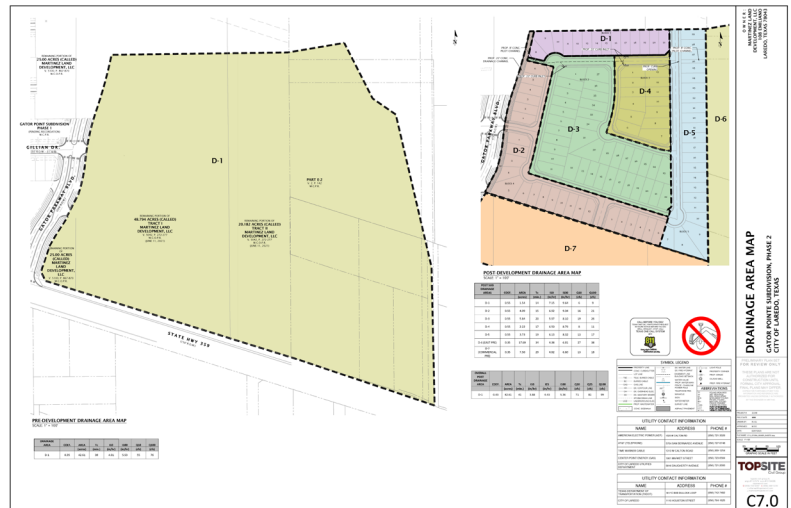
- Land Planning
- Wetland Determination
- Jurisdictional Determination
- Drainage Master planning
- Permanent and temporary easements

Project Status

- Project is currently under design
-

Top Site Civil Group, LLC was engaged by a local development company to facilitate the development of a tract of land situated off Hwy. 359. One crucial aspect of the project was to analyze an existing low-lying area running through the middle of the property that drained south to north. The goal was to determine which federal agency had jurisdiction over this area, but after thorough investigation, it was found that no such agency had oversight, leaving the regulatory responsibility to the City of Laredo.

To prepare for the anticipated increase in flows from the development, a land plan was established that involved enhancing the existing channel with concrete-lined side slopes and culverts at street crossings. This approach aimed to address erosion and reduce the risk of flooding. This situation is reminiscent of the challenges faced by the city of Rio Bravo, where the increased flows from development have caused substantial flooding and erosion. Therefore, in the proposed plan, bank and channel improvements were included, along with an underground system to divert more flow to the existing channels, ultimately enhancing the ability to handle the bulk of stormwater runoff.



LA SALLE COUNTY MUSTANG CREEK DRAINAGE PROJECTS

Project Profile #2

Firm

TopSite Civil Group, LLC

Reference

City of Cotulla / La Salle County
Mustang Creek

Project Manager

Jorge A Martinez, PE, RPLS

Unique Project Features

- Flooding

Similarities to Webb Project

- Improvements to low lying areas
- Improvements for future development increased flow

Project Scope

- Land Planning
- Surveying
- H&H Study
- Drainage Master Planning
- Engineering Design

Project Status

- Project is currently under design

This project was created by the City of Cotulla and La Salle County to help develop and address infrastructure projects for Mustang Creek in La Salle County. The 17.8 square mile watershed currently extends through the heart of the City of Cotulla which cause severe flooding and damage to many residents and businesses. Over a 10 year span, Jorge A Martinez managed several infrastructure projects to help alleviate the flooding. The primary goal was to provide a solution to different parts of the watershed while the City and County secure grant funding to help solve the flooding issues.

In addition, Jorge Martinez, PE RPLS, as Project Manager, assisted the City to help provide boundary surveys along the Mustang Creek channel to help acquire properties for the ultimate drainage improvements.



The main focus of this project is to significantly reduce the flooding that occurs at each existing drainage structure within the City and also improve the existing channel. Several projects were constructed in and around the existing creek in the populated areas which included a new detention pond and constructed underground storm systems within the area. This project will continue as the City and County received state and federal funding to replace each structure and ultimately concrete the existing channel.



Huebner Creek Enhance Conveyance NWCC-17 Drainage Improvements

Project Profile #3

Firm

Vickrey and Associates

Project Manager

Kenneth Rogers PE, CFM

Unique Project Features

- 404 Permitting
- Extensive Hydraulic Modeling

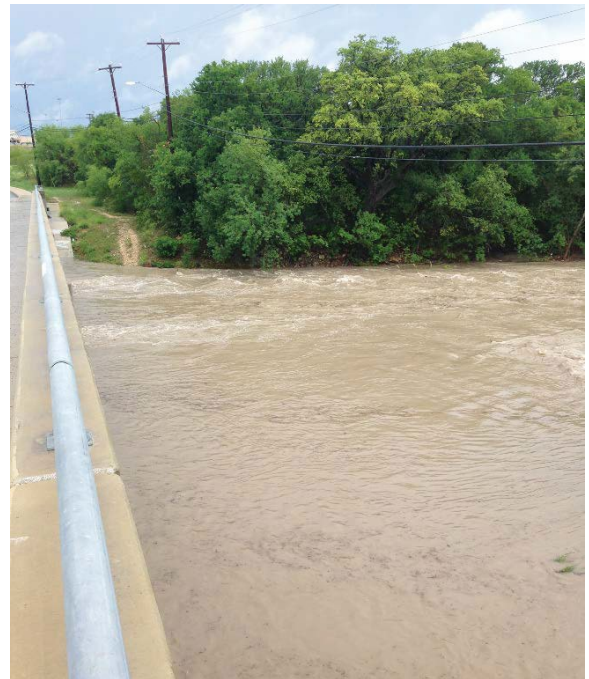
Similarities to Webb Project

- Improvements to low lying areas
- Streambank Stabilization

Project Status

- Project is currently under design

The Huebner Creek Enhance Conveyance project's goal is to alleviate flooding caused by heavy upstream development and significant increases in impervious cover in the Upper Leon Creek Watershed. Vickrey and Associates, Inc. (VICKREY) is the design firm responsible for performing complex hydrologic and hydraulic (H&H) analysis, generating a feasibility study, and providing a Preliminary Engineering Report to summarize the existing conditions and proposed solutions to alleviate flooding. The study included a cost/benefit matrix with construction and property acquisition costs that compared several different conceptual solutions. Ultimately the project was divided into three segments: the first along Leon Creek from Loop 410 to the Huebner Creek confluence and the second and third along Huebner Creek from the confluence with Leon Creek to the San Antonio/Leon Valley City Limit line and then to the Bandera Road Bridge, respectively.



VICKREY calibrated and revised the effective FEMA DFIRM HEC-RAS and HEC-HMS models to develop an existing model that accurately represented current field conditions. VICKREY gathered on-ground topographic survey and processed LiDAR data to generate an existing surface file. This file helped confirm the accuracy of the DFIRM HEC-RAS model cross sections and provided a basis for the complex grading design of channel improvements and the preparation of construction documents. VICKREY also obtained as-builts of the Timberhill Drive bridge, which had not been incorporated into the effective model, and input it into the hydraulic model, as well as performed potential pier scour analysis to verify that the improvements would not affect the foundation of existing bridge supports.

Bulverde Road at Mud Creek Tributary A SC-27**Project Profile #4****Firm**

Vickrey and Associates

Reference

Bexar County

Project Manager

Kenneth Rogers PE, CFM

Unique Project Features

- 404 Permitting
- Extensive Hydraulic Modeling

Similarities to Webb Project

- Improvements to low lying areas
- Streambank Stabilization

Project Status

- Project is currently under design

VICKREY performed hydrologic and hydraulic analysis of Mud Creek Unnamed Tributary A using the best available data from the San Antonio River Authority's (SARA) Digital FEMA Insurance Rate Maps (DFIRMS) including HEC-HMS and HEC-RAS models for use as baseline conditions models. VICKREY created a corrected effective DFIRM model using available LiDAR data and field surveyed topography at specified cross sections. This model was used as the baseline for establishing the proposed multiple box culverts for replacing the low water crossing at Bulverde Road. VICKREY sized the ditches that run parallel to Bulverde Rd. and Jung Rd. and created plans for the upstream portion of the proposed cross culvert and ditches that run parallel to the revised alignment along Jung Rd. VICKREY also created plans for the Miss Ellie Culvert, which H&H analysis showed was under sized. The firm also was responsible for completing topographic and boundary surveys for ROW and easement acquisition as well as completing a Storm Water Management Plan (SWMP) Report.



CITY OF CIBOLO TOWN CREEK CHANNEL RESTORATION AND HAECKERVILLE ROAD**Project Profile #5****Firm**

Vickrey and Associates

Reference

Tim Fousse – City of Cibolo

Project Manager

Kenneth Rogers PE, CFM

Unique Project Features

- 404 Permitting
- Extensive Hydraulic Modeling

Similarities to Webb Project

- Improvements to low lying areas
- Streambank Stabilization

Project Status

- Project is currently under design

The Town Creek Flood Mitigation project in Cibolo, Texas was a capital improvement project funded through bonds approved by voters in 2009. Homes in the project area were inundated by the rising creek in the floods of 2002 and 2007, which prompted the City to seek solutions.

VICKREY was responsible for performing surveying services to support the channel restoration for Town Creek. VICKREY established horizontal and vertical control using static-GNSS observations and digital levels and fully constraining the control network to NGS CORS stations. VICKREY also performed an airborne LiDAR survey for more than 400 acres utilizing a helicopter equipped with a full waveform LiDAR sensor coupled with 3-inch GSD ortho-rectified imagery.

Ground surveys were performed to supplement the LiDAR at obscured features, stream centerline, geotechnical bores, and SUE Level B



designations. The LiDAR was utilized to extract cross sections to support the hydrologic analysis, planimetrics, DTM, and utility features to produce a design-level survey base map, and to extract impervious cover calculations.

Real property abstracting and boundary surveys were performed to support the acquisition of over 35 acres of land to support the re-channelization of Town Creek and over 50 parcels/easements to support the widening of the adjacent Haeckerville Road.

**ADDITIONAL INFORMATION
PROJECT DESIGN TEAM**

LEAD FIRM

NAME: TOP SITE CIVIL GROUP, LLC
ADDRESS: 6262, MCPHERSON RD., SUITE 206
LAREDO, TEXAS 78041
CORPORATE OFFICER JORGE A. MARTINEZ, P.E., R.P.LS.
PHONE: 956-725-5057



SUB-CONSULTANTS

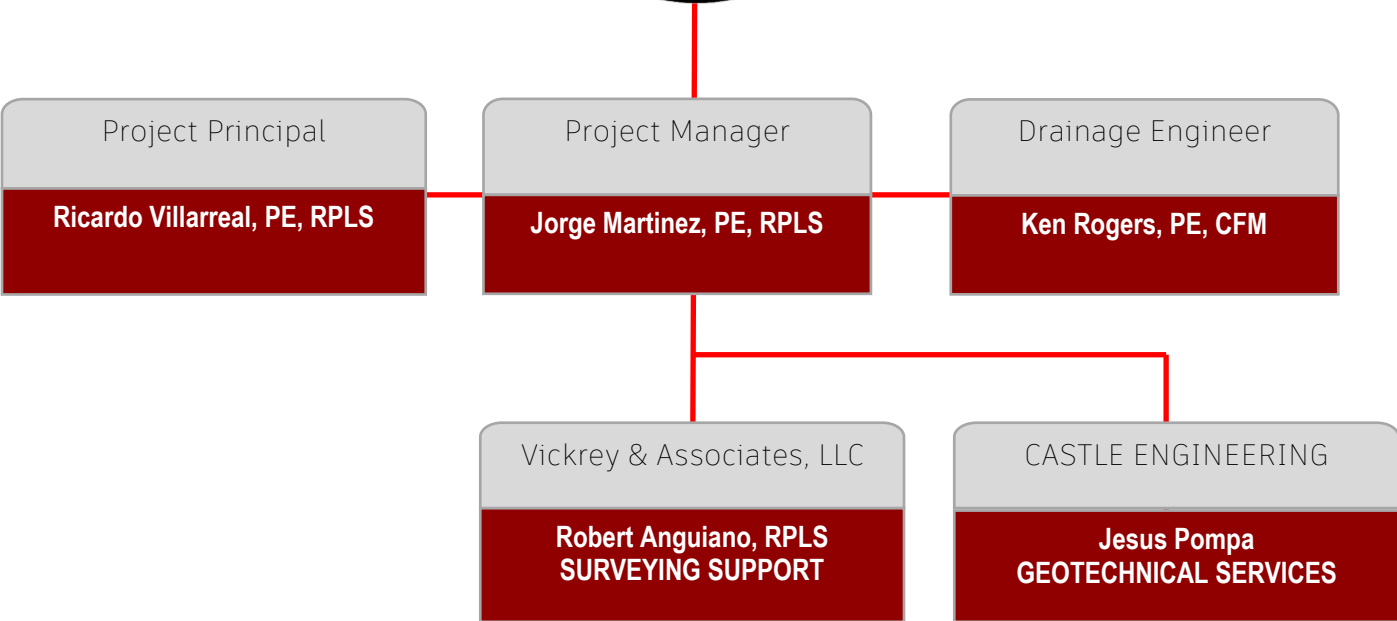
NAME: VICKREY & ASSOCIATES
AN ESP COMPANY
ADDRESS: 12940 COUNTRY PARKWAY
SAN ANTONIO, TEXAS 78216
CORPORATE OFFICER ROBERT ANGUIANO, R.P.L.S.



NAME: CASTLE ENGINEERING AND TESTING
ADDRESS: 3302 CUATRO VIENTOS DRIVE
SUITE NO. 12
LAREDO, TEXAS 78046
CORPORATE OFFICER JESUS "PAPO" POMPA



**ADDITIONAL INFORMATION
ORGANIZATIONAL CHART**



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 20 years of experience in Engineering, Surveying, and Project Management. He has extensive experience in land surveying, ALTA/ACSM land surveys, platting, site civil development, school, municipal design, advanced land planning and development, design, water distribution systems, sanitary sewer design, storm drainage systems, roadway geometric design, and construction management. Mr. Martinez was in charge to oversee technical quality and project management for private, State and local government contracts for the region.

Top Site 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 PS&E packages, engineering cost estimates, and final plan production

- **Project Manager - City of Laredo Buena Vista Sports Complex - Laredo, Texas**

- 24" & 16" water lines were designed to support the ultimate development of the COL Sports Park Complex, COL future water park and surrounding areas. The 11,000 linear foot waterline line extends beginning from the Cuatro Vientos elevated storage tank extending east and bored across Loop 20, then extending north along the state right of way and ending near the intersection of Lomas De Sur and future Concord Hills road.



- **La Salle County Paving Improvement Projects Phase 1, 2, & 3- Cotulla, Texas**

- As Project Manager, Mr. Martinez was responsible to provide plans, specifications, construction oversight of over 6.3 miles of roadway reconstruction and utility replacements within La Salle County.

- **City of Cotulla Poole Street Roadway and Waterline Replacement- Cotulla, Texas**

- As Project Manager, Mr. Martinez oversaw the replacement of approximately 1,900 linear feet of new water distribution lines that were within the ROW of Poole Street.

- **Copper Creek Subdivision Phases II-V; Laredo, Texas**

- As lead design engineer for the projects, Mr. Martinez oversaw the design development of several phases of residential development. These projects, required the experience of working with the City of Laredo Utilities Department and keep up to date on city design specifications and requirements

- **Clark Elementary School Replacement, U.I.S.D., Laredo, Texas**

- As the selected civil engineer for the project, Mr. Martinez was charged with the design of the school site. The new school was to be added to room on the existing campus. The integration of the new utility systems with the older utility lines was a major design component.

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 20 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 is in charge of Surveying and Land Development jobs in Laredo, Texas and surrounding areas. His role also includes office management and quality control of construction projects.

Howland Engineering and Surveying Company, Laredo, Texas – Under previous employment 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 County and the City of Laredo. In addition, Mr. Villarreal also worked on projects for Webb County and the Texas Department of Transportation (TxDOT). These tasks 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. The following are a list of projects that included PS&E, roadway, residential, commercial, industrial, surveying, and site civil design for the region:

- Antler Crossing Phases 1 -5 (residential)
- Cielito Lindo Phase IX (commercial)
- Cielito Lindo Phase X (commercial)
- Cielito Lindo Phase XIV (commercial)
- Cielito Lindo Autozone Plat (commercial)
- Los Presidentes East Subdivision Phases 1 - 2 (residential)
- The Coves at Winfield Phase 1 -2 (residential and institutional)
- Cielito Lindo/Carm Subdivision Phase XXII – XXIII (residential)
- North Laredo Industrial Park Phases I - IV(industrial)
- North Webb Industrial Park Phase III (industrial)
- Garmar Park (industrial)
- Los Presidentes Right of Way Dedication
- Las Fincas Subdivision Phase 1
- Aqua Carwash Clark Blvd & Del Mar Blvd
- Fatima Warehouse
- Reynera Warehouse
- Family Dollar on Pita Mangana
- El Dorado Condominiums
- Welldex Warehouse
- Yard Pave at Mercury Drive
- Veteran's Baseball Field
- Texas Community Bank Annex
- Shiloh Church
- Guama Park Ranch Survey
- Corazon Ranch ALTA/ASTM Survey
- Marriott Townplace ALTA/ASTM Survey
- Sonterra Apartments ALTA/ASTM Survey
- North Village ALTA/ASTM Survey
- Fedex Freight ALTA/ASTM Survey

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.

- **Copper Creek Water and Sanitary Sewer Masterplans** - As project manager, Mr. Escamilla, oversees the development of a 1,000 acre tract of land off of Loop 20. During the desging of the land development process. This masterplan will determine the ultimate needs of the water and sewer systems
- **Mustang Creek Drainage Improvements (City of Cotulla)** - As project surveyor 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.
- **24" 16" Water line for the Buena Vista Sporks - This project will provide water and sanitary sewer services to the park and ofther reasonable appertuans.**
In anticipation of the upcoming City of Laredo Buena Vista Sports Complex, the City of Laredo tasked TopSite with the assignment of delivering water and sanitary sewer service for the ultimate development of the sports park and future water park.
- **Howard Energy Pipeline Relocation:** As the project surveyor, Mr. Escamilla, oversaw and coordinated the relocation of the 4" gas pipeline outside of Eagle Pass Texas. The highway was going to be built and with the proposed alignment, the pipeline would not cross at a 90 degree angle. TxDOT compensated Howard energy for relocating the line. We developed alternatives and finalized plan and updated surveys.
- **Clark Elementary School Replacement, U.I.S.D., Laredo, Texas**
As the project surveyor, Mr. Escamilla was responsible for the location and measurement of all visible improvements and coordinate the location of underground utilities.

Kenneth Rogers, PE, CFM



DRAINAGE

EXPERIENCE

Mr. Rogers has 25 years of civil engineering experience relevant to TxDOT roadway and drainage design, TAS/ADA-compliant curb ramp and sidewalk design, City of San Antonio (CoSA) street design, CoSA linear greenway trail design, Natural Channel Design (NCD), Geomorphology, and H&H analysis of drainage natural waterways. He is extremely adept with providing and managing Construction Phase Services and Bid Phase Services for projects. He has provided review of contractor pay applications, progress status reports, led monthly progress meetings, generated bid tabulations, project specifications, Requests for Information (RFIs), and assisted with Contractor change orders, public involvement, and project presentations.

Bexar County, Flood Control Program, Huebner Creek Enhanced Conveyance Project (Segments I, II & III), San Antonio, TX: Sr. Project Manager. *Award-winning project, APWA Texas Chapter Project of the Year for 2019.* Performed complex H&H analysis; generated feasibility study; submitted report summarizing existing conditions and proposed design solutions; and designed a hike-and-bike path and trailhead with parking lot. Provided significant permit assistance that included a USACE IP, CoSA Tree Permit, Floodplain Permit, City of Leon Valley Tree and Street Cut Permits, TPDES General Permit, and Edwards Aquifer Authority Well Closure Permits. Based on the results of the complex H&H analysis and proposed modeling, VICKREY's design plans for improvements reduced the floodplain limits by 73 acres for the ultimate 1% chance (100-year) storm event along Huebner Creek and removed 54 homes and businesses from floodplain. Also performed pier scour analysis to verify improvements would not affect existing bridge support foundations

Bexar County, Bulverde Rd Low Water Crossing at Jung Rd (SC-27) PER, Bexar County, TX: Sr. Civil Engineer. Created a comprehensive Drainage Report based on the complex H&H analyzes and topographic data collected for the Bulverde Rd at Mud Creek Unnamed Tributary A. He created corrected effective H&H models by adjusting the effective models based on the available LiDAR data and field surveyed topography at specified cross sections. He established three alternatives at the low water crossing at Bulverde Rd using a bridge solution, multiple box culverts, and multiple reinforced concrete pipes. He performed an H&H analysis of the existing cross drainage structure's level of service and conveyance ability and provided recommendations for improvements.

City of Cibolo, Town Creek Channel Restoration Project, Cibolo, TX: Sr. Civil Engineer. Provided complete construction drawings for an ultimate watershed condition channel solution for the flooding. This channel will be designed using the San Antonio River Authority's Natural Channel Design Guidelines. The \$11.4 M (est.) project includes reconstruction and widening of Haeckerville Rd, a bridge at Town Creek, four intersecting streets, and local drainage improvements. Project scope includes USACE 404 permitting, FEMA LOMR and CLOMR, watershed hydrologic analysis, and construction services. Unique to the project execution was the use of high resolution LiDAR data to rapidly assess alternatives and hydraulic impacts.

TxDOT SAT District, FM 337 H&H Analysis, New Braunfels, TX: Project Manager. TxDOT provided in-house design lead for Loop 337. TxDOT plans to widen Loop 337 from a two lane configuration to a divided highway with 2 lanes in each direction. The project was divided into: Segment 1 – Hillcrest to River Rd, Segment 2 – River Rd to SH 46, and Segment 3 – SH 46 to San Antonio St. He performed a detailed scour analysis for each bridge using the peak velocities in the channel and overbanks of each bridge crossing. The analysis was conducted using the 100-year and 500-year AEP using both HEC 18 and the bridge scour routine within HEC-RAS. The TSEAS method was also used to verify the potential calculated in HEC-RAS.

EDUCATION

MS, Civil Engineering,
University of Texas at
San Antonio

BS, Construction
Engineering
Technology, TX Tech
University

REGISTRATION/ CERTIFICATIONS

Licensed Professional
Engineer, Texas
No. 85462

Certified Floodplain
Manager Texas
No.045903

Level II Fluvial
Geomorphology
(Rosgen Method)

NUMBER OF YEARS LICENSED

14

NUMBER OF YEARS WITH FIRM

13

NUMBER OF YEARS EXPERIENCE IN ROLE

25

CITY OF RESIDENCE

San Antonio, Texas





JUSTIN MURRAY, PE, CFM

Licensure/Certification

Texas, Professional Engineer #107586

Certified Floodplain Manager 3950-21N

TxDOT Sequence No. 24753

Education

BS, Civil Engineering, University of Texas at San Antonio, 2007

Number of Years Employed with Firm

9 Years

Total Years of Experience

25 Years

City of Residence

San Antonio, TX

Mr. Murray has 25 years of hydraulic modeling and civil design experience. His background includes sustainable design, hydraulic and hydrologic analyses, and capital project planning. He is one of the first 100 certified as an Envision® Sustainability Professional (ENV SP) in the Envision® Sustainability Rating System. (Envision was developed primarily as a tool to address the gap in Green Infrastructure rating that did not address horizontal projects). His accomplishments have been published in the ASCE Journal Civil Engineer and Zweig-White's publication Civil+Structural.

Relevant Projects

P118-21-00/Western Homes/Aldine Mail Route Road (HMGP/CDBG-DR funded), Harris County, Texas: Drainage Task Lead. Mr. Murray led the development of preliminary engineering report for HU P118-21-00 in the Halls Bayou of Harris County Texas. This PER was combined with the Harris County Public Infrastructure roadway schematic for widening of Aldine Mail Route and the alternatives development for relief of existing flooding in the nearby Western Homes Subdivision. The area was developed originally as an unincorporated area of Harris County when development codes were not in force. This absence contributed to deficient roadside ditches and slopes and no requirement for elevating structures above adjacent grades much less floodplain. Mr. Murray led the development of an InfoWorks ICM rain-on-mesh model used to determine the existing flow patterns of the flat area. Applied hydrology was developed for use in an XPSWMM coupled 1D/2D model. The nearly two square mile study area reproduced the flooding at the same locations where FEMA Repetitive Loss (RL) and Severe Repetitive Loss (SRL) claims has been filed. A Bentley OpenRoads 3D model of proposed roadway and drainage improvements was used to rapidly generate alternatives analysis in the 2D extent of the model. Project analysis included mitigation in Keith Wise park for the loss of flood storage. The result was considerable alternative development a minimal cost to the county. The alternatives analysis was utilized as the back-up for HMGP grant funding with a the local match developed from CDBG-DR funding due to the low-to-moderate income (LMI) of the project area.

City of Kyle Quail Ridge Drainage Improvements, Kyle, Texas: Project Manager. Mr. Murray led the development of an XPSWMM coupled 1D/2D model for the city of Kyle in support of a drainage CIP project. Quail Ridge is a rural subdivision which was originally developed in the unincorporated area of Hays County when development codes were not present. This led to the under sizing of roadside ditches and driveway culverts. The condition contributed to continual flooding of residential lots during normal rainfall. A nearby undeveloped tract had been proposed for development in a public-infrastructure district (PID). The developer had proposed a levee to limit runoff from entering the subdivision. Modeling completed by Mr. Murray indicated that the levee would exacerbate the flooding by preventing overflow within the subdivision from being relieved into an existing low point just beyond the plowline. Mr. Murray proposed two alternatives to address the developers drainage while improving the drainage interior to Quail Ridge. The result was a combination of storm drainage and ditch improvements. The design required coordination with GBRA and Shell pipeline corporation for the crossings of existing pipelines.



Submitted By: VICKREY & ASSOCIATES, LLC

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Robert Anguiano, RPLS

Mr. Anguiano, a Laredo, Texas native, has over 20 years of land surveying experience across Texas. His experience includes successful delivery of horizontal and vertical projects at the Municipal, State and Federal levels. His expertise includes establishing primary and secondary horizontal and vertical geodetic control networks, ground control points to support mobile, airborne, and UAVs-based photogrammetry and LiDAR acquisition, GPS-IMU trajectory processing, LiDAR classification, feature extraction, terrain modeling, DEM and terrain modeling, and 3D solid modeling. Mr. Anguiano's expertise also includes real property abstracting, delineation of real property lines through the application of boundary construction principles, and the execution, management and delivery of right-of-way mapping and property descriptions in the form of parcel plats and property descriptions. Mr. Anguiano has been trained directly by TxDOT on checklist and redline review for right-of-way maps and property descriptions and the production of the ArcGIS geo-database utilizing the TxDOT Preliminary Procedures for Authority to Proceed. Mr. Anguiano has successfully completed multiple surveys for horizontal projects, such as TxDOT FM roads, interstates and complex interchanges, large area flood plain mapping, and many corridors throughout the State for various municipalities.

- Education: University of Texas at San Antonio, Bachelor of Real Estate Finance and Land Development
- Texas Registered Land Surveyor, Registration No. 6347
- TxDOT Pre-Certifications: 15.1.1, 15.2.1, 15.2.2, 15.3.3, 15.3.4, 15.3.5

Project Experience

Project 1: IH 35, La Salle County

Reference Contact Name: Danny Everett

Agency: Texas Department of Transportation c/o Dannenbaum Engineering Company

Project 2: FM 133, Dimmit County

Reference Contact Name: Juan Campos

Agency: Texas Department of Transportation

Project 3: Texas Department of Transportation Right-of-Way Mapping Projects

Reference Contact Name: Ivor Walker (Houston District), Lucio Santos (El Paso District) and Brad Odom (Dallas District)

Agency: Texas Department of Transportation

Project 4: City of San Antonio Henry B. Gonzalez Convention Center Expansion Project, San Antonio, Texas

Reference Contact Name: Mike Shelstadt

Agency: Hunt-Zachry

Project 5: VIA Metropolitan Transit Primo/Bus Rapid Transit Corridors, San Antonio, Texas

Reference Contact Name: Larry Mares

Agency: VIA Metropolitan Transit Authority

Project 6: City of San Antonio City Public Works Transportation Projects, San Antonio, Texas

Reference Contact Name: David McBeth

Agency: City of San Antonio



Professional Registered Engineers and Key Personal

Jesus “Papo” Pompa Vice President

EDUCATION

- Dr. Leo G. Cigarroa High School - Class of 1993.
- Radiation Safety Officer Portable Density/Moisture Gauge Training - 9/1/2009
- Nuclear Gauge Safety Training - 2/20/1998
- DOT Basic HazMat Training - 1/15/2009
- HMA Level IB – Roadway Specialist - 3/18/2009
- ACI Concrete Strength Testing Technician - 3/21/2009
- ACI Concrete Field Testing Technician, Grade I - 4/4/2009

PROFESSIONAL EXPERIENCE

Jesus “Papo” Pompa has over 22 years of wide range experience in field and laboratory geotechnical and construction materials testing services as well in business development. As office manager his experience includes direct supervision of administrative and technical staff, reports and proposal preparation and assisting in the firm’s daily operations.

Representative Projects:

Mercy Hospital (Laredo Medical Center)	Laredo, Texas
Doctors Hospital of Laredo	Laredo, Texas
Laredo Energy Arena	Laredo, Texas
Laredo Independent School District (L.I.S.D.)	Laredo, Texas
United Independent School District (U.I.S.D.)	Laredo, Texas
Texas Department of Transportation (TxDOT)	Laredo, Texas
City of Laredo International Airport	Laredo, Texas
Laredo College (LC) Main/South Campus	Laredo, Texas
Texas A & M International University (TAMIU)	Laredo, Texas
H.E.B. Stores	Laredo, Texas
Wal-Mart Supercenter Stores	Laredo, Texas
Jefferson Water Treatment Plant	Laredo, Texas
El Pico Water Treatment Plant	Laredo, Texas
Street Connectors to Cuatro Vientos Loop	Laredo, Texas



3302 Cuatro Vientos Drive, Suite No. 12
Laredo, Texas 78046
Phone: 956.727.3530
Fax: 956.727.3384

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

RFQ 2023-010

“ARPA Project No. 20 – Engineering Services for the Rio Bravo Drainage Restoration Project”

- Statement of Qualifications
- References Form
- Conflict of Interest Form (CIQ)
- Certification regarding Debarment (Form H2048)
- Certification regarding Federal lobbying (Form 2049)
- Code of Ethics Affidavit
- House Bill 89 Form
- Senate Bill 252 Form
- SAMs Registration completed by Firm (**See Section 1.13**)
- Proof of No Delinquent Tax Owed to Webb County

Signature of Person Completing this Package

2/22/23
Date

References Form

Please list at minimum five (5) local governmental entities where similar scope of services were provided.

THIS FORM MUST BE RETURNED WITH YOUR OFFER.

REFERENCE ONE

Government/Company Name: LA SALLE COUNTY, TEXAS

Address: 101 COURTHOUSE SQUARE, COTULLA, TEXAS 78014

Contact Person and Title: LEODORO MARTINEZ, COUNTY JUDGE

Phone: 830-483-5139 Fax: _____

Email Address: LEODORO.MARTINEZIII@CO.LA.SALLE.COM Contract Period: CURRENT

Description of Professional Services Provided: PROVIDE SURVEYING AND ENGINEERING

SERVICES FOR ALL COUNTY RELATED BUSINESS INCLUDING BUT NOT LIMITED

TOO: BOUNDARY SURVEYING, TOPOGRAPHIC SURVEYING, TEMPORARY EASEMENT,

RIGHT-OF-WAY ACQUISITION SURVEYS, CONSTRUCTION STAKING, PLATTING AND GIS SERVICES.

REFERENCE TWO

Government/Company Name: CITY OF LAREDO, TEXAS

Address: 1110 HOUSTON STREET, LAREDO TEXAS 78040

Contact Person and Title: RAMON CHAVEZ

Phone: 956-791-7346 Fax: _____

Email Address: rchavez@laredo.tx.us Contract Period: CURRENT

Description of Professional Services Provided: PROVIDE SURVEYING AND ENGINEERING

SERVICES FOR SEVERAL PROJECTS WITHIN THE CITY. SURVEY SERVICES INCLUDES

BOUNDARY SURVEYING, TOPOGRAPHIC SURVEYS, CONSTRUCTION STAKING, EASEMENT PREPARATION

AERIAL LIDAR PHOTOGRAMMETRY.

REFERENCE THREE

Government/Company Name: CITY OF COTULLA, TEXAS

Address: 202 S. MAIN STREET, COTULLA, TEXAS 78014

Contact Person and Title: LARRY DOVALINA, CITY ADMINISTRATOR

Phone: 830-879-2367 Fax: _____

Email Address: larrydovalina@yahoo.com Contract Period: CURRENT

Description of Professional Services Provided: PROVIDED SURVEYING AND ENGINEERING SERVICES FOR CITY RELATED BUSINESS INCLUDING BUT NOT LIMITED TO: BOUNDARY SERVICE, TOPOGRAPHIC SURVEYING, PLATTING, CONSTRUCTION STAKING, EASEMENT PREPARATION AND SURVEYING.

REFERENCE FOUR

Government/Company Name: UNITED INDEPENDENT SCHOOL DISTRICT

Address: 802 GALE STREET, LAREDO, TEXAS 78041

Contact Person and Title: IGNACIO R. ALANIZ, JR

Phone: 956-473-7963 Fax: _____

Email Address: ialaniz@uisd.com Contract Period: CURRENT

Description of Professional Services Provided: PROVIDE SURVEYING AND ENGINEERING SERVICES FOR NEW CLARK ELEMENTARY SCHOOL IN LAREDO, TEXAS. PROVIDED TOPOGRAPHIC SURVEYING, IMPROVEMENT SURVEY, BOUNDARY SURVEYING, AND CONSTRUCTION STAKING SERVICES.

REFERENCE Five

Government/Company Name: JHS ARCHITECT, INC.

Address: 6909 SPRINGFIELD AVE. SUITE 105, LAREDO, TEXAS 78041

Contact Person and Title: JUAN HOMERO SANCHEZ, AIA

Phone: 956-723-2939 Fax: _____

Email Address: juanhomerosanchez@gmail.com Contract Period: CURRENT

Description of Professional Services Provided: PROVIDED SURVEYING AND ENGINEERING SERVICES FOR VARIOUS PUBLIC AND PRIVATE PROJECTS WITHIN THE CITY. SURVEYING SERVICES INCLUDE TOPOGRAPHIC SURVEYING, IMPROVEMENTS SURVEYS, BOUNDARY SURVEYS, AND CONSTRUCTION STAKING SERVICES.

- ****Additional pages are permitted if more space is required****

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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.

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

FORM CIQ

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.

OFFICE USE ONLY

Date Received

1 Name of vendor who has a business relationship with local governmental entity.

N/A NONE

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.

NONE

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

02/22/2023
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.

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- (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 2023-020
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Signature of Authorized Representative

02/22/2023
Date

JORGE A. MARTINEZ, 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	Vendor ID No. or Social Security No.	Program No.
TOP SITE CIVIL GROUP, LLC	74-1701559	RFQ-2023-020

Name of Authorized Representative	Title
JORGE A. MARTINEZ	MANAGING PARTNER



Signature – Authorized Representative

02 / 22 / 2023
Date

**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, 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>

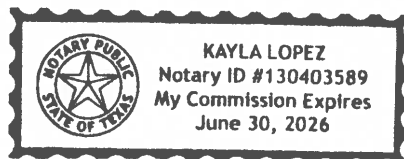
I personally, and/or in my respective authority/capacity on behalf of my company/entity do hereby further acknowledge, agree and understand that as a participating vendor with Webb County, Texas on any active solicitation/proposal/qualification that I and/or my company/entity failure to comply with the 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 22 day of FEBRUARY, 2023.

Signature of Affiant

TOP SITE CIVIL GROUP / JORGE A. MARTINEZ
Printed Name of Affiant/Company/Entity

SWORN to and subscribed before me, this 22 day FEBRUARY, 2023



NOTARY PUBLIC, STATE OF TEXAS

Offeror: Complete & Return this Form with Response Submission.

House Bill 89 Verification

I, JORGE A. MARTINEZ, the undersigned representative of (company or business name) TOP SITE CIVIL GROUP, LLC (heretofore referred to as company) being an adult over the age of eighteen (18) years of age, after being duly sworn by the undersigned notary, do hereby depose and verify under oath that the company named above, under the provisions of Subtitle F, Title 10, Government Code Chapter 2270:

1. Does not boycott Israel currently; and
2. Will not boycott Israel during the term of the contract.

Pursuant to Section 2270.001, Texas Government Code:

1. "Boycott Israel" means refusing to deal with, terminating business activities with, or otherwise taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations specifically with Israel, or with a person or entity doing business in Israel or in an Israeli-controlled territory, but does not include an action made ordinary business purposes; and
2. "Company" means a for-profit sole proprietorship, organization, association, corporation, partnership, joint venture, limited partnership, limited liability partnership, or an limited liability company, including a wholly owned subsidiary, majority-owned subsidiary, parent company or affiliate of those entities or business association that exist to make a profit.

Signature of Company Representative

2/22/23

Date

On this 22 day of FEBRUARY, 20 23, personally appeared

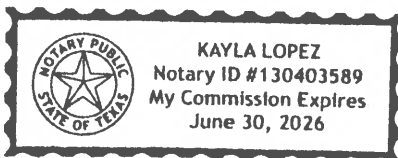
JORGE A. MARTINEZ, the above named person, who after by me being duly sworn, did swear and confirm that the above is true and correct.

Notary Seal

Notary Signature

02/22/2023

Date



**Offeror: Complete & Return this Form with Response Submission.
Senate Bill 252 Certification**

SB 252 CHAPTER 2252 CERTIFICATION I, JORGE A. MARTINEZ, the undersigned representative of TOP SITE CIVIL GROUP, LLC (Company or business name) being an adult over the age of eighteen (18) years of age, pursuant to Texas Government Code, Chapter 2252, Section 2252.152 and Section 2252.153, certify that the company named above is not listed on the website of the Comptroller of the State of Texas concerning the listing of companies that are identified under Section 806.051, Section 807.051 or Section 2253.153. I further certify that should the above-named company enter into a contract that is on said listing of companies on the website of the Comptroller of the State of Texas which do business with Iran, Sudan or any Foreign Terrorist Organization, I will immediately notify Mr. Jose Angel Lopez III, Webb County Purchasing Agent at (956) 523-4125 or via email at joel@webbcountytx.gov

JORGE A. MARTINEZ Name of Company Representative (Print)

 Signature of Company Representative

02/23/2023 Date



You have 2 new alerts

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TOP SITE CIVIL GROUP, LLC



This entity record has been validated as unique and existing, but is not registered in SAM.

Physical Address

6262 MCPHERSON RD
STE 206
LAREDO, TEXAS, 78041-6188
USA

Unique Entity ID

GZ5UCCQM9RA9

Version

Current Record



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General Services Administration

This is a U.S. General Services Administration Federal Government computer system that is **"FOR OFFICIAL USE ONLY."** This system is subject to monitoring. Individuals found performing unauthorized activities are subject to disciplinary action including criminal prosecution.

CERTIFICATE OF INTERESTED PARTIES

FORM **1295**

1 of 1

Complete Nos. 1 - 4 and 6 if there are interested parties.
 Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

**OFFICE USE ONLY
 CERTIFICATION OF FILING**

Certificate Number:
 2023-986486

Date Filed:
 02/22/2023

Date Acknowledged:

1 Name of business entity filing form, and the city, state and country of the business entity's place of business.
 Top Site Civil Group LLC
 Laredo, TX United States

2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.
 Webb County, Texas

3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.
 RFQ 2023-010 ARPA Project 20
 Engineering Services

4	Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
			Controlling	Intermediary
	Martinez, Jorge	Laredo, TX United States	X	
	Villarreal, Ricardo	Laredo, TX United States	X	
	Escamilla, Manuel	Laredo, TX United States	X	

5 Check only if there is NO Interested Party.

6 UNSWORN DECLARATION

My name is _____, and my date of birth is _____.

My address is _____, _____, _____, _____, _____.
(street) (city) (state) (zip code) (country)

I declare under penalty of perjury that the foregoing is true and correct.

Executed in _____ County, State of _____, on the _____ day of _____, 20____.
(month) (year)

 Signature of authorized agent of contracting business entity
 (Declarant)