

CITY OF TEXAS CITY
REGULAR CALLED CITY COMMISSION MEETING

AGENDA

WEDNESDAY, JANUARY 21, 2026 - 5:00 P.M.
KENNETH T. NUNN COUNCIL ROOM - CITY HALL
1801 9th Ave. N.
Texas City, TX 77590

PLEASE NOTE: Public comments are limited to posted agenda items only and are generally limited to 3 minutes in length. If you would like to request to speak, please do so in advance of the meeting by filling out a Request To Address Commission form. All in attendance are required to remove hats and/or sunglasses (dark glasses) during meetings and to also silence all cell phones and electronic devices.

(1) ROLL CALL

(2) INVOCATION

(3) PLEDGE OF ALLEGIANCE

(4) PROCLAMATIONS AND PRESENTATIONS

(a) Service Awards

Randy Sanchez	Inspection	01/11/2016	10 years
Raymond Mason	Public Works	01/24/2011	15 years
Ray Batts	Sanitation	01/30/2006	20 years
John Stevenson	Fire	01/09/2006	20 years

(b) Proclaiming January as Human Trafficking Awareness Month

(5) REPORTS

(a) City Secretary's Office Annual Report

(6) PUBLIC COMMENTS

(7) CONSENT AGENDA

(a) Approve City Commission Minutes for January 7, 2026 meeting. (City Secretary)

- (b) Consider and take action on Resolution No. 2025-006, awarding ITB 2026-006 and entering into a contract with Cotton Commercial to replace the roof at Moore Memorial Library. (Public Works)
- (c) Consider and take action on Resolution No. 2026-007, approving the purchase of a new Sanitary and Stormwater Sewer-Line Inspection Camera Van from Chastang Ford through HGAC AM10-23. (Public Works- Utilities)
- (d) Consider and take action on Resolution No. 2026-010, awarding RFP 2026-003 Financial Audit Services and entering into a contract with Forvis Mazars, LLP. (Finance)

(8) REGULAR ITEMS

- (a) Consider and take action on Resolution No. 2026-008, approving the purchase of (2) International Harvester 20yd rear load garbage trucks from Holt Truck Centers of Texas LLC. through HGAC Contract HT06-20. (Public Works- Sanitation)
- (b) Consider and take action on Resolution No. 2026-009, awarding Bid No. 2026-001 Golf Course Pedestrian Bridge Replacement Project and entering into a contract with Carlson McClain Construction Co., LLC. (Public Works and Rec & Tour)

(9) COMMISSIONERS' COMMENTS

(10) MAYOR'S COMMENTS

(11) STAFF ANNOUNCEMENTS

(12) ADJOURNMENT

NOTICE OF ANY SUBJECT APPEARING ON THIS AGENDA REGARDLESS OF HOW THE MATTER IS STATED MAY BE ACTED UPON BY THE CITY COMMISSION.

NOTICE: The City of Texas City will furnish free transportation to handicapped individuals via a 4-door sedan for anyone wishing to attend the City Commission meetings. Call 948-3111, City Secretary's Office before noon on Monday preceding the meeting to make arrangements.

I, THE UNDERSIGNED AUTHORITY, DO HEREBY CERTIFY THAT THIS NOTICE OF MEETING WAS POSTED ON THE BULLETIN BOARDS AT CITY HALL, 1801 9TH AVENUE NORTH, TEXAS CITY, TEXAS, AT A PLACE CONVENIENT AND READILY ACCESSIBLE TO THE GENERAL PUBLIC AND ON THE CITY'S WEBSITE ON JANUARY 14, 2026, PRIOR TO 5:00 P.M. AND REMAINED SO POSTED CONTINUOUSLY FOR AT LEAST 72 HOURS PRECEDING THE SCHEDULED TIME OF SAID MEETING.

RHOMARI LEIGH
CITY SECRETARY

CITY COMMISSION REGULAR MTG

(4) (a)

Meeting Date: 01/21/2026

January 2026 Service Awards

Submitted For: Jennifer Price, Human Resources

Submitted By: Susan Sensat, Human Resources

Department: Human Resources

Information

ACTION REQUEST

Service Awards

Randy Sanchez	Inspection	01/11/2016	10 years
Raymond Mason	Public Works	01/24/2011	15 years
Ray Batts	Sanitation	01/30/2006	20 years
John Stevenson	Fire	01/09/2006	20 years

BACKGROUND (Brief Summary)

Service Award(s) for the following individual(s) for the month of January is based on their years of service with the City.

RECOMMENDATION

Human Resources recommend approval of the January service awards.

Fiscal Impact

Funds Available Y/N: Y

Amount Requested: \$325.00

Source of Funds: Employee Service Program in HR Budget

Account #: 101-106-52715

Fiscal Impact:

CITY COMMISSION REGULAR MTG

(5) (a)

Meeting Date: 01/21/2026

City Secretary's Office Annual Report

Submitted By: Rhomari Leigh, City Secretary

Department: City Secretary

Information

ACTION REQUEST

City Secretary's Office Annual Report

BACKGROUND (Brief Summary)

RECOMMENDATION

Fiscal Impact

Attachments

Staff Report



Texas City
EST. 1911

City Secretary's Office Update

Rhomari Leigh, TRMC, VDR
City Secretary
January 21, 2026



The City Secretary's Office:



Rhomari Leigh, City Secretary



Renee Edgar, Records Manager



Brianna Galicia, Admin. Assistant II

Management

Agendas, Minutes,
Notices

Resolutions,
Ordinances

Compliance

PIRs, Alcohol
Permits, Claims

Petitions, Contracts,
External Complaints

Administration

City Elections

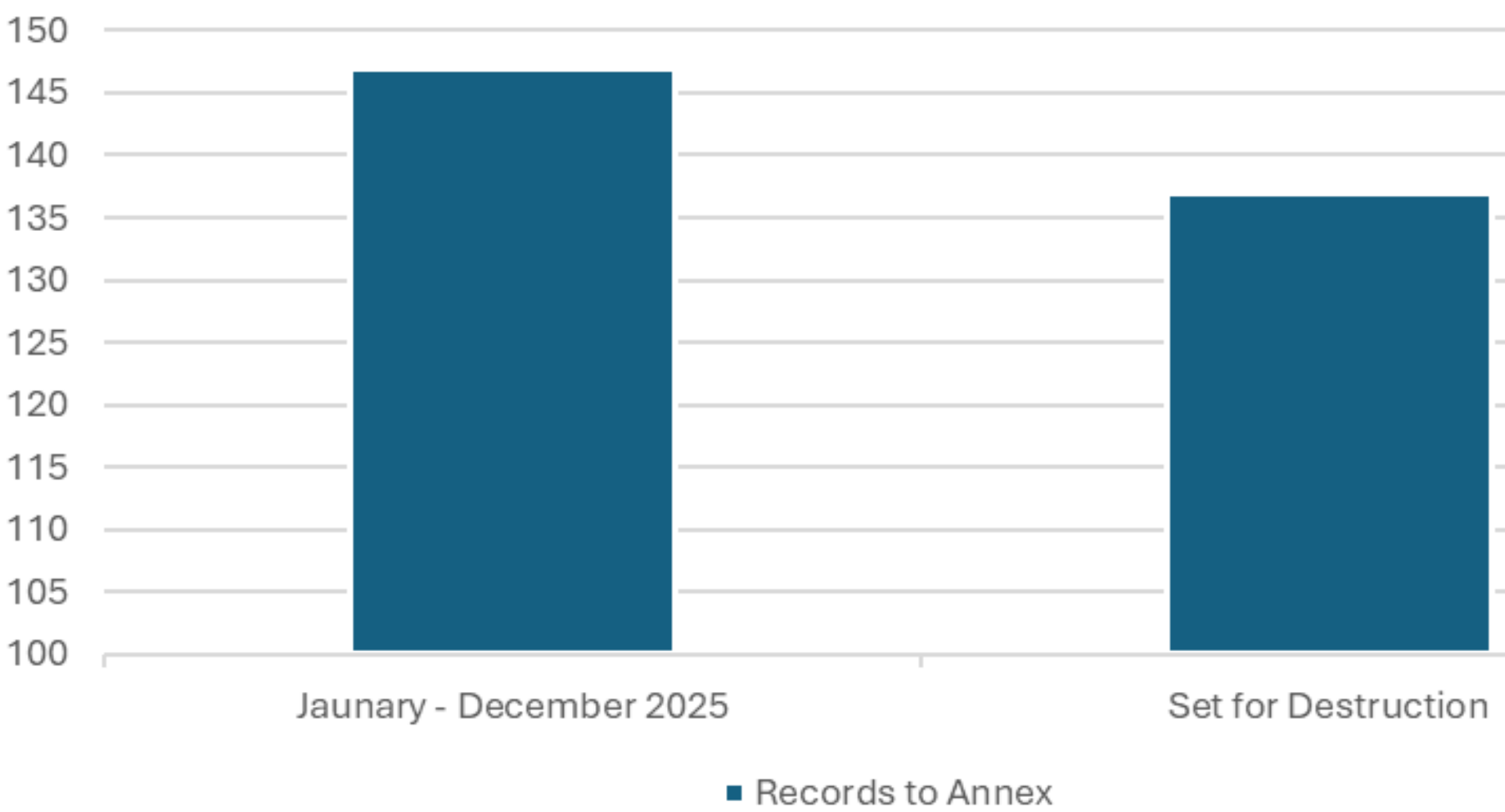
Records
Management,
Research Projects



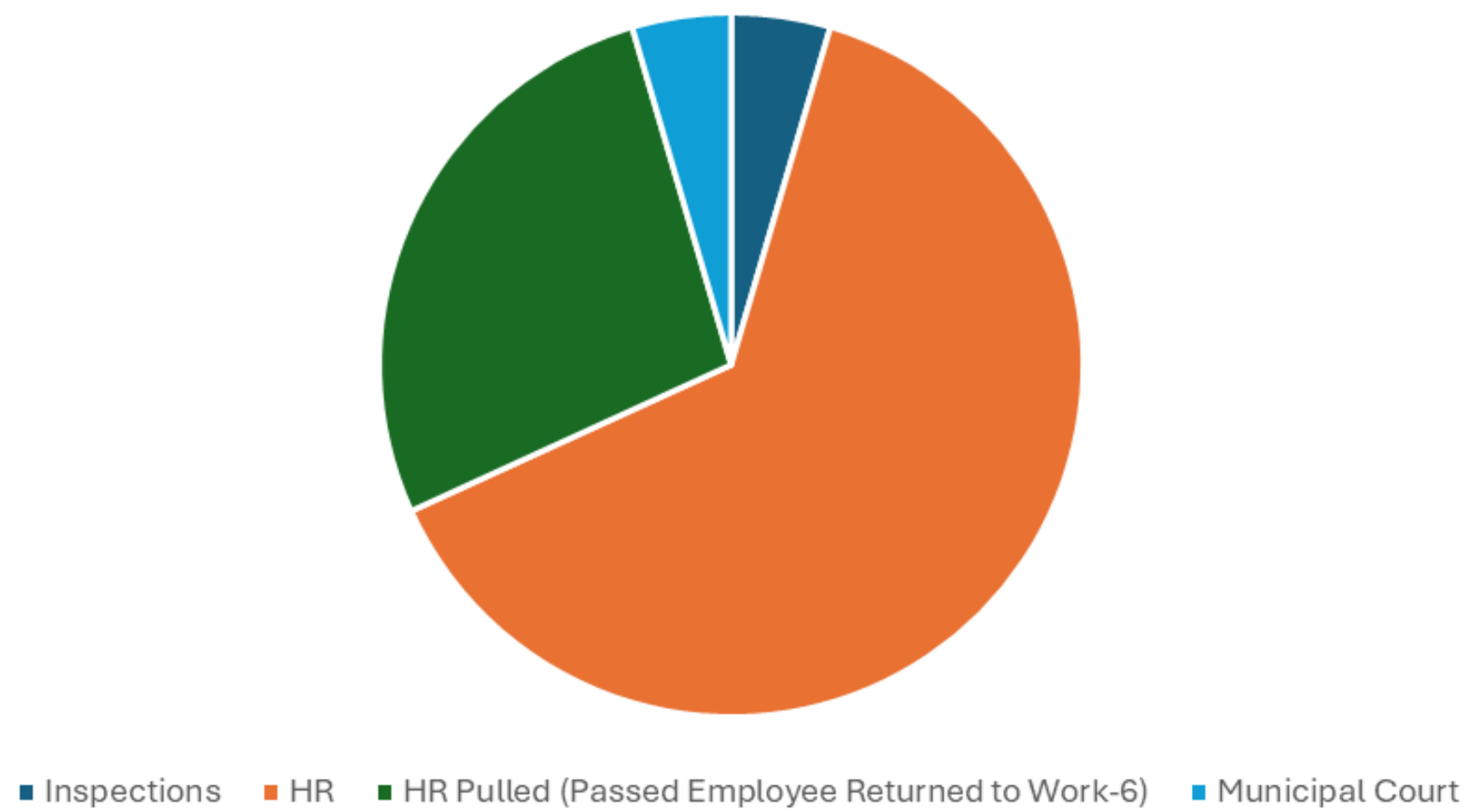
Texas City
EST. 1911

Records Management

Records to Annex

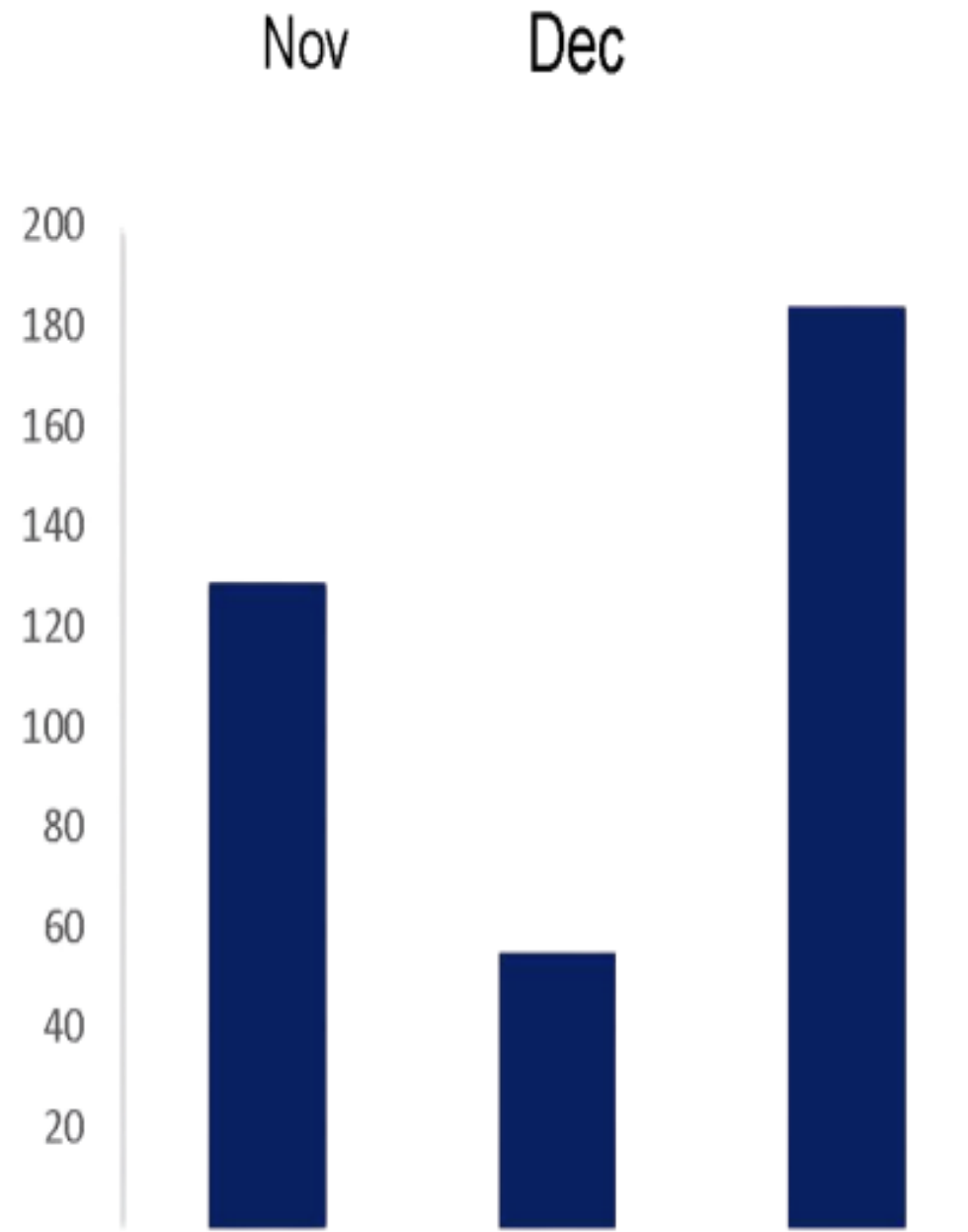


Request for Return of Records 2025



Goal: protect the assets of the City by identification, preservation, disposal, and confidential protection of City records.

MGO- Liens 2025



MGO	Nov	Dec	Total
Amount	129.00	55.00	184.00

Goal: to streamline the payment process for abatement liens and cost estimates

Timeline over an 8-day span

November 3, 2025: 27 liens
 November 4, 2025: 4 liens
 November 5, 2025: 84 liens
 November 6, 2025: 8 liens
 November 11, 2025: 6 liens

December 9, 2025: 22 liens
 December 16, 2025: 19 liens
 December 30, 2025: 14 liens

- Brianna has completed the lien filing implementation with MGO 100% and has been successful to file 184 liens so far
- She is now waiting for MGO to implement the lien payoff process she has created, once done the Legal Department will be functioning at peak efficiency

2000

1800

1600

1400

1200

1000

800

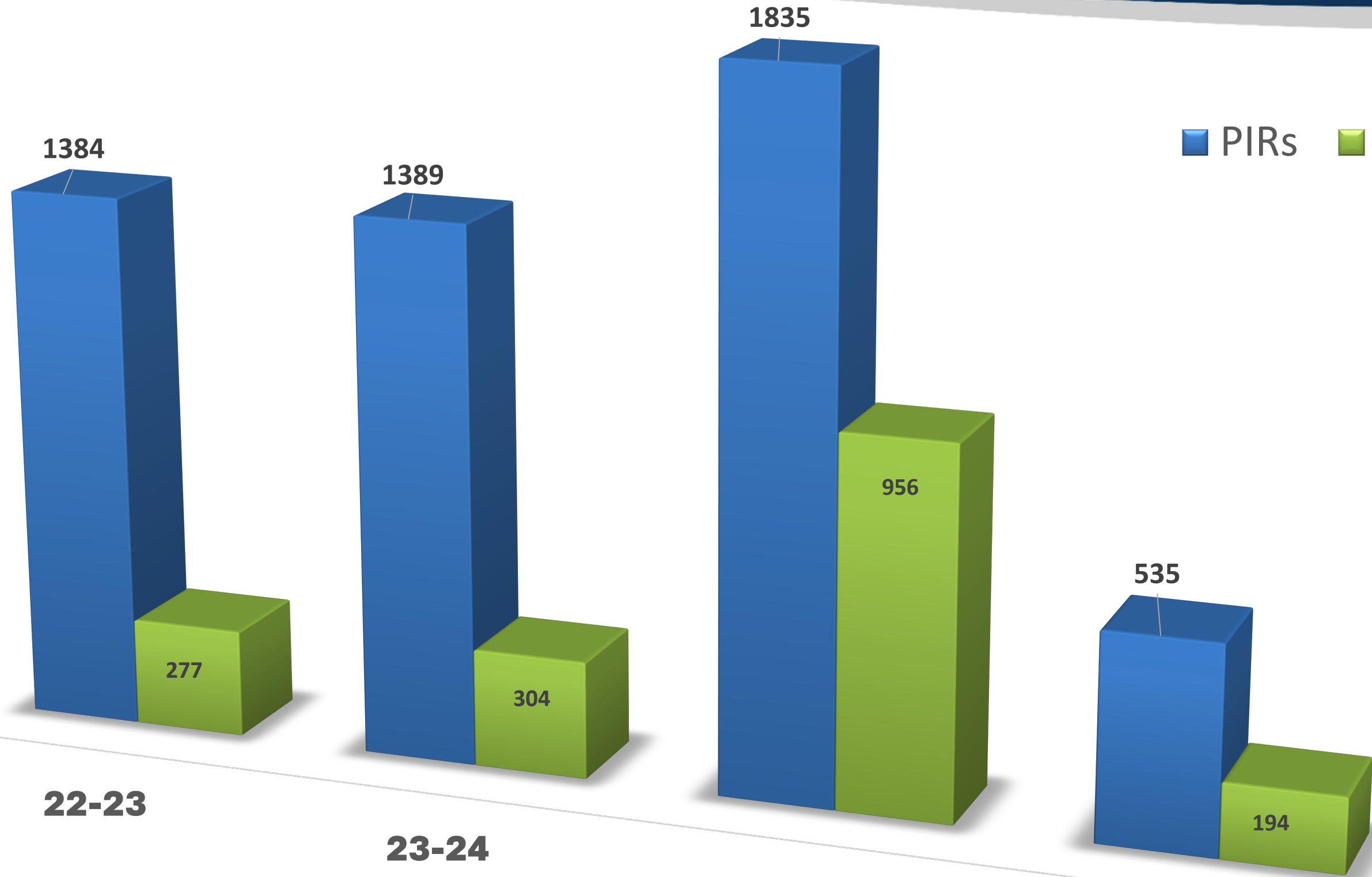
600

400

200

0

■ PIRs ■ Hours Spent



22-23

23-24

24-25

25-26



SEARCH Q STATUS PRINT

*Request Made Via: Web Site

My Tracking Number: PIR2026-530 GO

Date Entered: 01/20/2026

Time Spent:

Requestor: Mr. Ms.

*First: Jessenya

Middle:

*Last:

[Anonymous?](#) Company: CFP Remodeling and Cons

Show Click on the SHOW/HIDE button to VIEW Address Information.

General Information Request

Labels flagged with a * indicate a required field.

RETURN SAVE

REQUEST STATUS TASKS EMAIL ATTACHMENT FEES NOTIFY NOTES

Be specific: Include address and owner of property, file name or number, time period, incident location and date, etc.

*In accordance with the provisions of the Public Information Act, I hereby request copies of the following (please be specific)

Floor plan blue print

Property Address:
if applicable

Case Number:

Dear Records Custodian:

Under the applicable public records law I am requesting access to and copies of public records.

Please note that this request is submitted on behalf of a media production organization engaged in gathering information of public interest. We respectfully request your prompt attention to this matter.

I. INCIDENT INFORMATION

- Individual(s) Involved: Christopher Lee Maldonado, Angela Eecann Mitchell
- Date of Incident: May 6, 2022
- Location: White Honda parked near 4th Street North, Texas City; body found in trunk. Last seen at Maldonado's residence in the Lago Mar subdivision.
- Nature of Incident: death / suspected homicide; tampering with evidence
- Additional Details: Angela Eecann Mitchell, a 24-year-old mother of four from Dickinson, Texas, was reported missing after failing to return home on May 5, 2022; her phone was tracked to Texas City and her car was found parked near 4th Street North. On May 11 neighbors reported a foul odor from the car; authorities discovered her decomposing body in the trunk. Christopher Lee Maldonado, a former Galveston County jailer, was arrested and charged with tampering with evidence by concealing a corpse. The medical examiner could not determine a cause of death due to advanced decomposition.

II. RECORDS REQUESTED

We respectfully request production of the following records:

- Surveillance/CCTV footage from all cameras in the vicinity
- All incident reports, supplemental reports, and investigative reports
- All photographs related to the incident
- 911 call recordings and transcripts
- Body-worn camera footage from all officers present
- Interrogation recordings and transcripts

III. LEGAL OBLIGATIONS AND COMPLIANCE

We ask that your agency responds to this request within 10 business days as mandated by the applicable public records law. Please note the following applicable provisions:

PRODUCTION REQUIREMENTS: We ask that all responsive records be produced in their entirety. If any redactions must be applied please provide the specific statutory exemption(s).

PRESERVATION NOTICE: We respectfully request that any potentially responsive records be preserved pending fulfillment of this request.

IV. FEE WAIVER REQUEST

We request a complete waiver of all fees associated with this request pursuant to the public-interest standard. Matcher Media is a media production organization, and disclosure of these records will contribute significantly to public understanding of government operations.

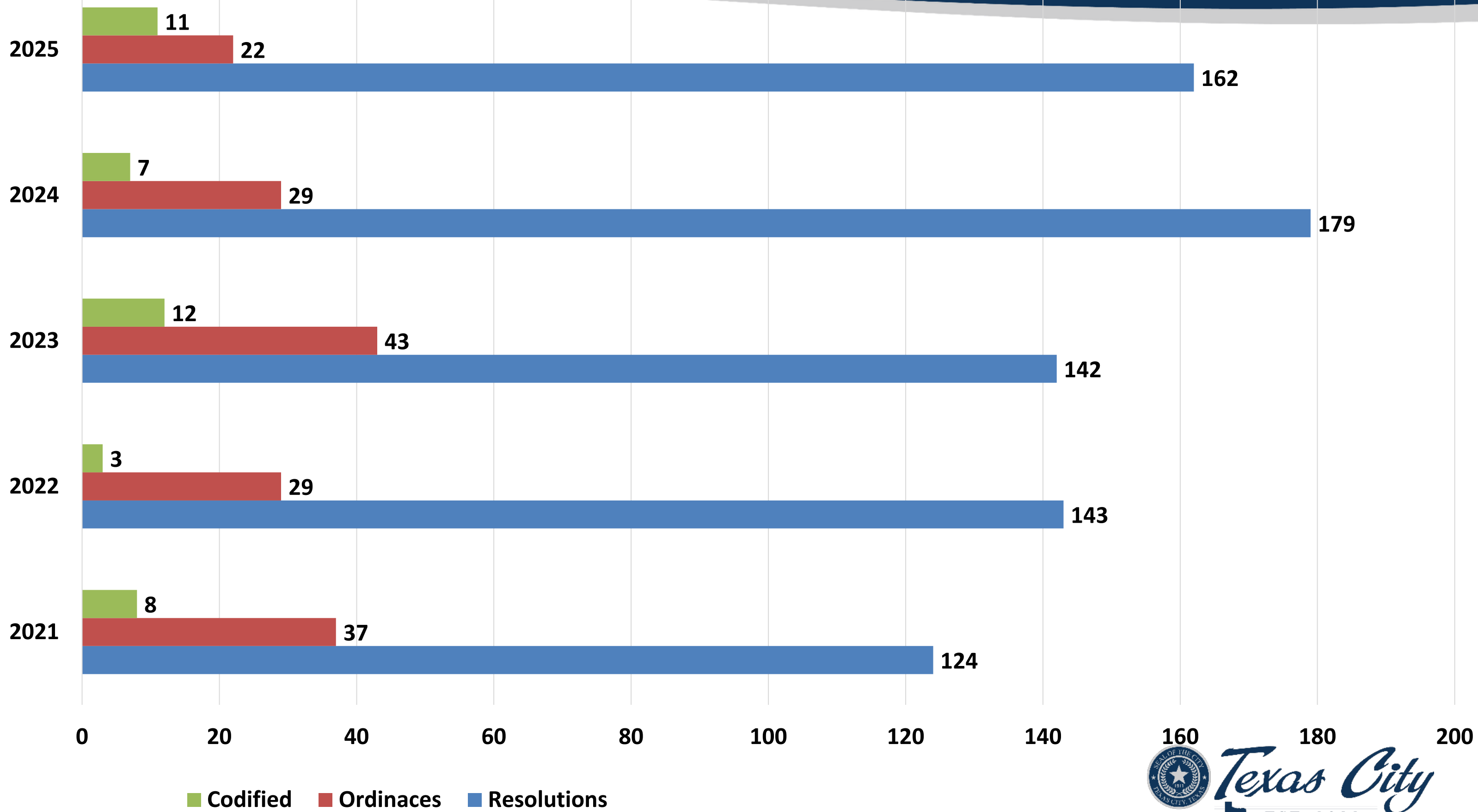
Should you determine that fees apply, please provide a detailed written estimate before processing. Any fees exceeding \$25.00 will require prior written authorization from our office.

V. RESPONSE REQUIRED

If you contend that any responsive records are exempt from disclosure, please:

- Provide a detailed index of withheld records
- Cite the specific statutory exemption for each withholding
- Explain how the exemption applies to the denial
- Provide information regarding administrative appeal procedures

Please direct all correspondence regarding this request to the undersigned. Thank you in advance for your assistance.



Election Information

Thank you for showing an interest in the City's election process. As a courtesy, the City has prepared a packet of information that it hopes will benefit you. For more comprehensive information and instructions, please refer to the Texas Secretary of State's election section at <https://www.sos.state.tx.us/index.shtml> and the Texas Ethics Commission at <https://www.ethics.state.tx.us/>.

COURTESY PACKET-2026

Galveston County is an Open Voting County- Residents Registered to vote in Galveston County can vote at any county polling location. Check out Galvestonvotes.org for all county polling locations.

Related Documents

Notices

- [Internet Posting Requirements for Political Subdivision-2026](#)
- [Activities in vicinity of polling place](#)
- [Acceptable Forms of Identification](#)

Election History

- [Special Election History, 1925 to 2007 \(PDF\)](#)
- [Past Election Results \(2010-2024\)](#)
- [Petition for Recall- Mayor 2025- Insufficient](#)

Quick Links

- [Candidate's Guide](#)
- [Galveston County Voting Information](#)
- [Texas Voting Information](#)
- [National Voting Information](#)



Election Facts

- ❖ In accordance with our Charter, the City of Texas City has called for an election on May 2, 2026.
- ❖ In 2024, the General Election cost \$83,636.25, a 60k increase.
- ❖ There are reportedly 33,444 Registered voters (2024) with a 2,020 ballots cast.

Webpage: <https://texascitytx.gov/176/Election-Information>

Public Participation



Juneteenth Committee

Foundation for the Future



Mayor's Taskforce on Homelessness

TCISD-CTE Advisory Board



TMCA

Accomplishments:

- ❖ Brianna became a Notary Public
- ❖ Renee continues to excel in her post-graduate courses and is pursuing her TMCA designation
- ❖ Rhomari was sworn in as President of the TMCA Salt Grass Chapter
- ❖ Texas City Tells attended and presented at TAMIO
- ❖ Rhomari was approached to speak as a 3-session panelist at the TMCA Election Law Seminar

QUESTIONS?



CITY COMMISSION REGULAR MTG

(7) (a)

Meeting Date: 01/21/2026

Submitted By: Rhomari Leigh, City Secretary

Department: City Secretary

Information

ACTION REQUEST

Approve City Commission Minutes for January 7, 2026 meeting. (City Secretary)

BACKGROUND (Brief Summary)

RECOMMENDATION

Fiscal Impact

Attachments

Minutes

REGULAR CALLED CITY COMMISSION MEETING

MINUTES

WEDNESDAY, JANUARY 7, 2026 – 5:00 P.M.
KENNETH T. NUNN COUNCIL ROOM – CITY HALL

A Regular Called Meeting of the City Commission was held on Wednesday, JANUARY 7, 2026, at 5:00 P.M. in the Kenneth T. Nunn Council Room in City Hall, Texas City, Texas. A quorum having been met, the meeting was called to order at 5:00 p.m. by Mayor Dedrick D. Johnson.

1. ROLL CALL

Present: Dedrick D. Johnson, Mayor
Thelma Bowie, Commissioner At-Large, Mayor Pro Tem
Abel Garza, Jr. , Commissioner At-Large
DeAndre' Knoxson, Commissioner District 1
Keith Love, Commissioner District 2
Chris Sharp, Commissioner District 3
Jami Clark, Commissioner District 4

2. INVOCATION

Led by David Buckley, Jr., Pastor of Sanford's Temple Church of God in Christ.

3. PLEDGE OF ALLEGIANCE

Led by Abel Garza, Jr., Commissioner At-Large.

4. PROCLAMATIONS AND PRESENTATIONS

a. Promotion of Firefighter Ryan Williamson to the classification of Engineer.

Dennis Harris, Fire Chief, promoted Ryan Williamson to the rank of Engineer. He was pinned by his mother, Janet Williamson.

5. PUBLIC COMMENTS

There were none.

6. CONSENT AGENDA

Commissioner District 1, DeAndre' Knoxson, made a motion to approve Consent Agenda items 6a, c, d, e, and f. The motion was seconded by Commissioner District 2, Keith Love. Dedrick D. Johnson, Mayor, pulled Consent Agenda item 6b for more discussion and voted on it separately.

- a. Approve City Commission Minutes for the December 17, 2025, meeting. (City Secretary)

Vote: 7 - 0 CARRIED

- b. Consider and take action on Resolution No. 2026-001, calling a General Election to be held in Texas City on May 2, 2026, and designating polling locations. (City Secretary)

Rhomari Leigh, City Secretary, explained applications can be accepted as early as January 14, 2026: the last day to file is February 13, 2026. Applications and packets are available from the Secretary of State's website. Early Voting will begin on April 20, 2026. Exact dates and times will be posted once those details are available. The proposed designated polling places are the Nessler Center and Carver Community Center.

Motion by Commissioner District 4 Jami Clark, Seconded by Commissioner At-Large, Mayor Pro Tem Thelma Bowie

Vote: 7 - 0 CARRIED

- c. Consider and take action on Resolution No. 2026-002, authorizing the Mayor to enter into an Election Service Contract between the County of Galveston and the City of Texas City and naming the City Secretary as the Authorized Representative. (City Secretary)

Vote: 7 - 0 CARRIED

- d. Consider and take action on Resolution No. 2026-003, approving Pressure Monitoring and Leak Detection System installed by Accurate Utility Supply, LLC through Buy Board Contract No. 707-23. (Public Works)

Correction Buy Board Contract No. 717-23

Vote: 7 - 0 CARRIED

- e. Consider and take action on Resolution No. 2026-004, authorizing the purchase of a Peterbilt Grapple Truck from Apex Equipment Sales, Inc. (Public Works)

Vote: 7 - 0 CARRIED

- f. Consider and take action on Resolution No. 2026-005, authorizing the purchase of a Chevrolet Tahoe for the police fleet and upfitting through OMNIA Contract No. 159566. (Police)

Vote: 7 - 0 CARRIED

7. COMMISSIONERS' COMMENTS

8. MAYOR'S COMMENTS

An audiovisual recording of this meeting is available on the City's website and retained by the CSO for two years after the date of the adoption of the minutes to which the meeting corresponds.

9. ADJOURNMENT

Having no further business, Commissioner District 1 DeAndre' Knoxson made a MOTION to ADJOURN at 5:18 p.m.; the motion was SECONDED by Commissioner At Large Abel Garza, Jr. All present voted AYE. MOTION CARRIED.

DEDRICK D. JOHNSON, MAYOR

ATTEST:

Rhomari Leigh, City Secretary
Date Approved:

CITY COMMISSION REGULAR MTG

(7) (b)

Meeting Date: 01/21/2026

Library Roof Replacement

Submitted For: Cheryl Loewen, Library

Submitted By: Dj Hutchinson, Public Works

Department: Public Works

Information

ACTION REQUEST

Commission approval to enter into a contract with Cotton Commercial to replace the roof at Moore Memorial Library for the amount of \$351,413.61.

BACKGROUND (Brief Summary)

On December 9, 2025, a total of thirteen bids were submitted by prospective contractors for the referenced project. Cotton Commercial (Cotton) was the apparent low bidder with the Base Bid and Alternate Bid in the total amounts of \$326,304.26 and \$347,934.26 plus 1% for Performance and Payment Bonds, respectively. The alternate Bid includes costs for installation of 80-mil thick single-ply membrane in lieu of the 60-mil-thick single-ply membrane that is included in the Base Bid. (See Exhibit A for bid tab). PCI contacted Cotton Commercial to confirm that they can perform the work for the proposed amounts and proposed timeframe, which they responded accordingly.

RECOMMENDATION

Based on our evaluation of the subject qualifications and information submitted, and the total bid amounts provided, PCI and the Public Works Department recommends selecting Cotton Commercial for the work included in the Alternate Bid for a total Contract Amount of \$351,413.61.

Fiscal Impact

Funds Available Y/N: Yes

Amount Requested: \$351,413.61

Source of Funds: Certificate of Obligation Bond Funds

Account #: 412-40255010-CO251

Fiscal Impact:

Attachments

Exhibit A
Resolution



7122 WORCESTER DRIVE, SUITE A, SPRING, TEXAS 77379 ~ 281.209.1724
7600 CHEVY CHASE DRIVE, BUILDING 2, SUITE 300, AUSTIN, TEXAS 78752 ~ 800.966.6088
10000 N. CENTRAL EXPRESSWAY, SUITE 400, DALLAS, TEXAS 75231 ~ 800.966.6088
950 BANNOCK STREET, SUITE 1100, BOISE, IDAHO 83702 ~ 208.292.9130

January 5, 2026

Mr. DJ Hutchinson
Project Administrator
City of Texas City: Public Works Department
7800 Emmett F. Lowery Expressway
Texas City, Texas 77590

Re: Bid Review: Roof Replacement
Moore Memorial Library
PCI Project No. 12432.25.01

Dear Mr. Hutchinson:

On Thursday, December 9, 2025, a total of thirteen bids were submitted by prospective contractors for the referenced project. The bids were opened and read aloud and recorded by PCI representative at 2:00 p.m. on the noted date. A tabulation of the bids is attached.

Five of the submitted bids were deemed to be "Non-Responsive" for not complying with the Bid Procedures. Based on the bid tabulation of the "Responsive" bids, Cotton Commercial (Cotton) was the apparent low bidder of Base Bid and Alternate Bid with total amounts of \$326,304.26 and \$347,934.26, respectively. Alternate Bid includes costs for installation of 80-mil thick single ply membrane in-lieu of 60-mil thick single ply membrane that is included in Base Bid. Including costs for Performance & Payment bonds (1% submitted by Cotton), the total for Base Bid would be \$329,567.31 and total for Alternate Bid would be \$351,413.61 for Cotton. PCI reviewed the bids and supplemental information submitted by each bidder for evaluation purposes. PCI contacted Cotton to confirm that they can perform the work for the proposed amounts and proposed timeframe, which they responded accordingly.

Based on our evaluation of the subject qualifications and information submitted, total bid amounts provided, PCI recommends selecting Cotton Commercial for the work included in Alternate Bid for a total Contract Amount of \$351,413.61. If you have any questions, or if we can be of further service, please contact me.

Sincerely,

PRICE CONSULTING, INC.

A handwritten signature in black ink, appearing to read 'Karl A. Schaack', with a horizontal line extending to the right.

Karl A. Schaack, P.E., RRC
President

BID TABULATION FORM

**CITY OF TEXAS CITY
MOORE LIBRARY
TEXAS CITY, TEXAS
PCI PROJECT
#12432.25.01
2026-006**

COTTON COMMERCIAL	BRAZOS URETHANE	CS ADVANTAGE USAA	TEXAS LIQUA TECH
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BASE BID	\$326,304.26	\$418,285.00	\$459,000.00	\$469,564.00
ALTERNATE BID	\$347,934.26	\$438,609.00	\$479,000.00	\$489,558.00

P&P BONDS	1%	1.50%	5%	2.5% + 1.5%
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BID BOND	Y	Y	Y	Y
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U NIT PRICES				
LWIC REPAIR	\$19.00	\$12.50	\$10.00	\$18.00
METAL DECK REPLACEMENT	\$14.95	\$18.00	\$15.00	\$20.00
2 X 4 WOOD	\$4.50	\$4.25	\$5.00	\$6.00
2 X 6 WOOD	\$4.50	\$4.25	\$7.00	\$6.00
2 X 8 WOOD	\$4.50	\$5.25	\$9.00	\$6.00
2 X 12 WOOD	\$4.50	\$6.00	\$13.00	\$6.00
ROOF DRAIN INSERT	\$2.15	\$550.00	\$1,000.00	\$1,200.00
REPLACE ROOF DRAIN	\$550.00	\$1,552.00	\$5,000.00	\$2,000.00
PLYWOOD	\$120.00	\$3.91	\$5.00	\$8.00

PROJECT COMPLETION	20	45	60	60
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EMR				
CURRENT YEAR	1.13	0.65	0.93	0.92
PAST YEAR	0.92	0.69	0.88	0.86
TWO YEARS AGO	0.83	0.87	0.88	0.81

ADDENDA	1	1	1	1
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*Plus Tax

BID TABULATION FORM

**CITY OF TEXAS CITY
MOORE LIBRARY
TEXAS CITY, TEXAS
PCI PROJECT
#12432.25.01
2026-006**

ADVANTAGE USAA	ATLAS UNIVERSAL	SOUTH TEXAS BUILDCON	BRAZOS COMMERCIAL
-----------------------	------------------------	-----------------------------	--------------------------

BASE BID	\$489,500.00	\$563,020.00	\$942,000.00	\$710,543.00
ALTERNATE BID	\$513,200.00	\$581,957.00	\$1,008,000.00	\$700,984.00

P&P BONDS	1%	2%	2%	3%
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BID BOND	Y	Y	Y	Y
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U NIT PRICES				
LWIC REPAIR	\$16.00	\$45.00	\$15.00	\$35.00
METAL DECK REPLACEMENT	\$18.50	\$9.75	\$25.00	\$24.00
2 X 4 WOOD	\$6.50	\$6.07	\$4.60	\$8.75
2 X 6 WOOD	\$7.00	\$6.25	\$5.00	\$9.75
2 X 8 WOOD	\$7.50	\$6.44	\$5.75	\$11.00
2 X 12 WOOD	\$8.00	\$7.24	\$6.75	\$14.00
ROOF DRAIN INSERT	\$650.00	\$875.00	\$600.00	\$1,321.00
REPLACE ROOF DRAIN	\$3,500.00	\$5,500.00	\$1,200.00	\$1,675.00
PLYWOOD	\$6.00	\$7.10	\$4.00	\$166.63

PROJECT COMPLETION	60	84	120	50
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EMR				
CURRENT YEAR	N/A	0.70	0.94	0.87
PAST YEAR	N/A	0.86	0.92	0.97
TWO YEARS AGO	0.94	0.84	0.91	0.87

ADDENDA	1	1	1	1
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BID TABULATION FORM

**CITY OF TEXAS CITY
MOORE LIBRARY
TEXAS CITY, TEXAS
PCI PROJECT
#12432.25.01
2026-006**

AVID ROOFING & WP (Non-Resp onse: Did not use Revised Bid Form or Acknowledge Add1)	J&J COMMERCIAL ROOFING (Non-Resp onse: Did not use Revised Bid Form from CDs)	PEAK ROOFING (Non-Resp onse: No Bid Bond/Certs)	PYRAMID (Non-Resp onse: Did not use Revised Bid Form or Acknowledge Add1)
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BASE BID	\$520,200.00	N/R	\$473,042.00	\$579,880.00
ALTERNATE BID	N/A		\$504,638.00	N/A
P&P BONDS				
BID BOND	NOT ORIGINAL		None	
UNIT PRICES				
LWIC REPAIR				
METAL DECK REPLACEMENT				
2 X 4 WOOD				
2 X 6 WOOD				
2 X 8 WOOD				
2 X 12 WOOD				
ROOF DRAIN INSERT				
REPLACE ROOF DRAIN				
PLYWOOD				
PROJECT COMPLETION				
EMR				
CURRENT YEAR				
PAST YEAR				
TWO YEARS AGO				
ADDENDA	N/A			N/A

BID TABULATION FORM

**CITY OF TEXAS CITY
MOORE LIBRARY
TEXAS CITY, TEXAS
PCI PROJECT
#12432.25.01
2026-006**

**TEXAS 5TH WALL (Non-
Responsible: Did not use
Revised Bid Form or
Acknowledge Add1)**

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BASE BID	\$424,044.12			
ALTERNATE BID	N/A			

P&P BONDS				
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BID BOND				
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UNIT PRICES				
LWIC REPAIR				
METAL DECK REPLACEMENT				
2 X 4 WOOD				
2 X 6 WOOD				
2 X 8 WOOD				
2 X 12 WOOD				
ROOF DRAIN INSERT				
REPLACE ROOF DRAIN				
PLYWOOD				

PROJECT COMPLETION				
---------------------------	--	--	--	--

EMR				
CURRENT YEAR				
PAST YEAR				
TWO YEARS AGO				

ADDENDA	N/A			
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RESOLUTION NO. 2026-006

A RESOLUTION APPROVING A CONTRACT WITH COTTON COMMERCIAL FOR THE ROOF REPLACEMENT OF THE MOORE MEMORIAL LIBRARY; AND PROVIDING THAT THIS RESOLUTION SHALL BECOME EFFECTIVE FROM AND AFTER ITS PASSAGE AND ADOPTION.

WHEREAS, on December 9, 2025, a total of thirteen bids were submitted by prospective contractors for ITB 2026-006 Moore Memorial Library Roof Replacement; and

WHEREAS, based on the evaluation by PCI and the Public Works Department of the subject qualifications and information submitted, Cotton Commercial is considered to be the most responsive bidder for this project; and

WHEREAS, the bid amount of \$351,413.61 for this project will come from the budgeted Certificate of Obligation Bond Funds, Account No. 412-40255010-CO251.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF TEXAS CITY, TEXAS:

SECTION 1: That the City Commission hereby accepts the contract by Cotton Commercial for the roof replacement for the Moore Memorial Library.

SECTION 2: That the Mayor or his designee is hereby authorized to enter into a contract with Cotton Commercial for the price bid in **Exhibit “A”**, as attached hereto and incorporated herein for all intents and purposes.

SECTION 3: That this Resolution shall be in full force and effect from and after its passage and adoption.

PASSED AND ADOPTED this 21st day of January 2026.

Dedrick D. Johnson, Sr., Mayor
City of Texas City, Texas

ATTEST:

APPROVED AS TO FORM:

Rhomari D. Leigh
City Secretary

Kyle L. Dickson
City Attorney

CITY COMMISSION REGULAR MTG

(7) (c)

Meeting Date: 01/21/2026

Utilities Department Camera Inspection Van

Submitted For: Corbin Ballast, Utilities

Submitted By: Dj Hutchinson, Public Works

Department: Public Works

Information

ACTION REQUEST

Commission approval for the purchase of a new Sanitary and Stormwater Sewer-Line Inspection Camera Van from Chastang Ford for the amount of \$295,425.00 through HGAC AM10-23.

BACKGROUND (Brief Summary)

The current camera van system is 12 years old and needs to be replaced because the truck and camera system are requiring more frequent and expensive repairs and the quality of the camera system and related equipment has become antiquated. For a detailed vehicle description, please see Exhibit A.

RECOMMENDATION

It's the recommendation of the Utilities Department for the City Commission to approve the purchase of this equipment.

Fiscal Impact

Funds Available Y/N: Yes

Amount Requested: \$295,425.00

Source of Funds: FY26 Budget

Account #: 501702 55020

Fiscal Impact:

Attachments

Exhibit A
Resolution



Prepared by: Cody Delaney

01/06/2026

Chastang Ford | 6200 N. Loop East Houston Texas | 770261936

2026 Transit-350 Cargo RWD High Roof HD Ext. Van 148" WB DRW Base (U8X)

Price Level: 630 | Quote ID: TXCTYARIES

Pricing Summary - Single Vehicle

MSRP

Vehicle Pricing

Base Vehicle Price	\$58,100.00
Options	\$4,410.00
Colors	\$0.00
Upfitting	\$235,295.00
Fleet Discount	\$0.00
Fuel Charge	\$0.00
Destination Charge	\$2,095.00
Subtotal	\$299,900.00

Pre-Tax Adjustments

Code	Description	MSRP
	DISCOUNT AND CONCESSION	-\$5,475.00
	HGAC AM10-23	\$1,000.00
Total		\$295,425.00

Customer Signature

Acceptance Date

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

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2026 Transit-350 Cargo RWD High Roof HD Ext. Van 148" WB DRW Base (U8X)

Price Level: 630 | Quote ID: TXCTYARIES

As Configured Vehicle

Code	Description
U8X	Base Vehicle Price (U8X)
101A	<p>Order Code 101A</p> <p><i>Includes:</i></p> <ul style="list-style-type: none"> - Engine: 3.5L EcoBoost V6 - Transmission: 10-Spd Automatic w/OD & SelectShift <i>Includes auxiliary transmission oil cooler.</i> - 3.73 Limited-Slip Axle Ratio - GVWR: 11,000 lb - Tires: 205/75R16C 113/111 AS BSW - Wheels: 16" Heavy Duty Silver Steel <i>Includes silver hubcaps and exposed lug nuts. The center ornament only comes on the front wheels, and not on the rear wheels.</i> - Dark Palazzo Gray Vinyl Bucket Seats <i>Includes 2-way manual driver seat, 2-way manual passenger seat and driver armrest only.</i> - Vinyl Front Bucket Seats <i>Includes driver and front-passenger manual reclining bucket seats with adjustable headrest and inboard armrest.</i> - Radio: AM/FM Stereo - SYNC 4 <i>Includes 12" center display, Bluetooth, dual USB ports, enhanced voice recognition, electronic climate control and connectivity package which includes information on demand panel, wireless Apple CarPlay and Android Auto compatibility, cloud connected, 911 Assist, digital owner's manual and conversational voice command recognition.</i> - Ford Connectivity Package (1-Year Included) <i>Includes unlimited Wi-Fi hotspot, connected navigation, audio and video streaming, voice assistant and entertainment. Note: Ford Connectivity Package included for one-year from warranty start date, Requires activation via Ford app with credit card authorization; customer may cancel at any time. Evolving technology/cellular networks/vehicle capability may limit functionality and prevent operation of connected features. Ford may temporarily slow data speeds if such data usage reaches or exceeds 50GB within a billing cycle or due to network limitations. If a customer uses more than 50% of their data usage in a roaming country during a 60-day period, Ford may remove or limit the customer's data plan.</i>
99G	Engine: 3.5L EcoBoost V6
44U	<p>Transmission: 10-Spd Automatic w/OD & SelectShift</p> <p><i>Includes auxiliary transmission oil cooler.</i></p>
X7L	3.73 Limited-Slip Axle Ratio
STDGV	GVWR: 11,000 lb
STDTR	Tires: 205/75R16C 113/111 AS BSW
STDWL	<p>Wheels: 16" Heavy Duty Silver Steel</p> <p><i>Includes silver hubcaps and exposed lug nuts. The center ornament only comes on the front wheels, and not on the rear wheels.</i></p>

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01/06/2026

Chastang Ford | 6200 N. Loop East Houston Texas | 770261936

2026 Transit-350 Cargo RWD High Roof HD Ext. Van 148" WB DRW Base (U8X)

Price Level: 630 | Quote ID: TXCTYARIES

As Configured Vehicle (cont'd)

Code	Description
51D	Spare Tire & Wheel <i>Includes 3 ton jack, tool kit and full-size matching tire.</i>
57A	Tire Inflator & Sealant Kit Delete
V	Vinyl Front Bucket Seats <i>Includes driver and front-passenger manual reclining bucket seats with adjustable headrest and inboard armrest.</i>
21G	Dark Palazzo Gray Vinyl Bucket Seats <i>Includes 2-way manual driver seat, 2-way manual passenger seat and driver armrest only.</i>
PAINT	Monotone Paint Application
148WB	148" Wheelbase
STDRD	Radio: AM/FM Stereo <i>Includes:</i> <i>- SYNC 4</i> <i>Includes 12" center display, Bluetooth, dual USB ports, enhanced voice recognition, electronic climate control and connectivity package which includes information on demand panel, wireless Apple CarPlay and Android Auto compatibility, cloud connected, 911 Assist, digital owner's manual and conversational voice command recognition.</i> <i>- Ford Connectivity Package (1-Year Included)</i> <i>Includes unlimited Wi-Fi hotspot, connected navigation, audio and video streaming, voice assistant and entertainment. Note: Ford Connectivity Package included for one-year from warranty start date, Requires activation via Ford app with credit card authorization; customer may cancel at any time. Evolving technology/cellular networks/vehicle capability may limit functionality and prevent operation of connected features. Ford may temporarily slow data speeds if such data usage reaches or exceeds 50GB within a billing cycle or due to network limitations. If a customer uses more than 50% of their data usage in a roaming country during a 60-day period, Ford may remove or limit the customer's data plan.</i>
68H	Passenger Running Boards <i>Covers the B-C pillar passenger-side.</i>
67D	Trailer Brake Controller (TBC) This option must be added at time of ordering. Neither a Ford or aftermarket trailer brake controller can be added later (after vehicle is built). <i>Includes:</i> <i>- Large Center Console</i> <i>Includes an integrated shifter, a dual cup holder and an additional storage area.</i>
53B	Heavy-Duty Trailer Tow Package

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2026 Transit-350 Cargo RWD High Roof HD Ext. Van 148" WB DRW Base (U8X)

Price Level: 630 | Quote ID: TXCTYARIES

As Configured Vehicle (cont'd)

Code	Description
	<p>If a TBC is required, it must be added to initial order. Neither a Ford nor aftermarket TBC can be added later.</p> <p><i>Deletes rear tow hook. Includes 4/7 pin connector assembly and rear jumper and relay system for backup/B+/running lights. This package does not include a Trailer Brake Controller (TBC) (67D). Additionally, this option must be added at time of ordering. Neither a Ford or aftermarket trailer brake controller can be added later (after vehicle is built).</i></p> <p><i>Includes:</i></p> <ul style="list-style-type: none"> - Tow/Haul Mode w/Trailer Wiring Provisions - Frame Mounted Hitch Receiver
41B	Passenger-Side B-Pillar Assist Handle
66C	<p>D-Pillar Assist Handles</p> <p><i>Located on the driver and passenger-side. Due to space requirements, the driver-side handle is deleted if front/rear aux a/c and heater (driver controlled) (57G) is also ordered.</i></p>
15F	<p>Full Rear Compartment Lighting</p> <p><i>Includes cargo area LED lights at C-pillar, D-pillar and mid-ship and rear compartment LED switch.</i></p>
17P	6 Cargo Tie-Down Hooks
66D	Front Overhead Shelf
67E	<p>Large Center Console</p> <p><i>Includes an integrated shifter, a dual cup holder and an additional storage area.</i></p>
16E	<p>Front & Rear Vinyl Floor Covering</p> <p><i>Includes wheel well liners.</i></p>
87E	<p>Auxiliary Fuse Panel</p> <p><i>Includes high spec interface connector.</i></p> <p><i>Includes:</i></p> <ul style="list-style-type: none"> - Dual AGM Batteries (70 Amp-hr Each) - Modified Vehicle Wiring System <p><i>Includes modified vehicle connections for customized wiring harness provisions.</i></p>
63C	<p>Dual Alternators (250 Amps Each)</p> <p><i>Includes:</i></p> <ul style="list-style-type: none"> - Auxiliary Fuse Panel <p><i>Includes high spec interface connector.</i></p> <ul style="list-style-type: none"> - Dual AGM Batteries (70 Amp-hr Each) - Modified Vehicle Wiring System <p><i>Includes modified vehicle connections for customized wiring harness provisions.</i></p>

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2026 Transit-350 Cargo RWD High Roof HD Ext. Van 148" WB DRW Base (U8X)

Price Level: 630 | Quote ID: TXCTYARIES

As Configured Vehicle (cont'd)

Code	Description
52C	Keyless Entry Keypad
53K	Modified Vehicle Wiring System <i>Includes modified vehicle connections for customized wiring harness provisions.</i>
91L	6 Speakers (4 Front/2 Rear)
63E	Dual AGM Batteries (70 Amp-hr Each)
61M	Ford Co-Pilot360 Assist 2.0 <i>Includes HD Radio, connected navigation (1-year included with Ford Connectivity Package) and 360-degree camera</i> <i>Includes:</i> - SiriusXM w/360L - Front Fog Lamps <i>Auxiliary lamps that are generally integrated into the front fascia and designed to help illuminate the roadway during poor visibility.</i> - Adaptive Cruise Control <i>Includes predictive speed assist.</i> - Side Parking Sensors - Reverse Brake Assist
86F	2 Additional Keys (4 Total) <i>Includes key fobs.</i>
153	Front License Plate Bracket Standard in states requiring two license plates and optional in all other states.
WARANT	Fleet Customer Powertrain Limited Warranty Requires valid FIN code. <i>Ford is increasing the 5-year 60,000-mile limited powertrain warranty to 5-years, 100,000 miles. Only Fleet purchasers with a valid Fleet Identification Number (FIN code) will receive the extended warranty. When the sale is entered into the sales reporting system with a sales type fleet along with a valid FIN code, the warranty extension will automatically be added to the vehicle. The extension will stay with the vehicle even if it is subsequently sold to a non-fleet customer before the expiration. This extension applies to both gas and diesel powertrains. Dealers can check for the warranty extension on eligible fleet vehicles in OASIS. Please refer to the Warranty and Policy Manual section 3.13.00 Gas Engine Commercial Warranty. This change will also be reflected in the printed Warranty Guided distributed with the purchase of every new vehicle.</i>
425	50-State Emissions System
YZ_01	Oxford White
VK_01	Dark Palazzo Gray w/Vinyl Front Bucket Seats

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2026 Transit-350 Cargo RWD High Roof HD Ext. Van 148" WB DRW Base (U8X)

Price Level: 630 | Quote ID: TXCTYARIES

As Configured Vehicle (cont'd)

Code	Description
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ARIES VOYAGER SYSTEM

FLOOR PLAN INTEREST

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RESOLUTION NO. 2026-007

A RESOLUTION AUTHORIZING THE PURCHASE OF A 2026 TRANSIT-350 CARGO VAN; AND PROVIDING THAT THIS RESOLUTION SHALL BECOME EFFECTIVE FROM AND AFTER ITS PASSAGE AND ADOPTION.

WHEREAS, the Public Works and the Utilities Departments request authorization for the purchase of a 2026 Transit-350 Cargo Van from Chastang Ford through HGAC AM10-23 in the amount of \$295,425.00; and

WHEREAS, funds are available in the FY 2025-2026 Budget.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF TEXAS CITY, TEXAS:

SECTION 1: That the City Commission of the City of Texas City, Texas, hereby authorizes the purchase of a 2026 Transit-350 Cargo Van from Chastang Ford through HGAC AM10-23 in the amount of \$295,425.00, as set out on the proposal attached hereto as **Exhibit “A”** and made a part hereof for all intents and purposes.

SECTION 2: That the Mayor is authorized to approve all change orders, up to 25% of the original contracted amount, without bringing the matter before the Commission.

SECTION 3: That this Resolution shall be in full force and effect from and after its passage and adoption.

PASSED AND ADOPTED this 21st day of January 2026.

Dedrick D. Johnson, Sr., Mayor
City of Texas City, Texas

ATTEST:

APPROVED AS TO FORM:

Rhomari D. Leigh
City Secretary

Kyle L. Dickson
City Attorney

CITY COMMISSION REGULAR MTG

(7) (d)

Meeting Date: 01/21/2026

RFP 2026-003 FOR FINANCIAL AUDIT SERVICES

Submitted For: Cynthia Rushing, Finance

Submitted By: Cynthia Rushing, Finance

Department: Finance

Information

ACTION REQUEST

Consider and take action to award a contract for Financial Audit Services

BACKGROUND (Brief Summary)

The City of Texas City has not solicited Audit Services in over 15 years. Periodic rebidding of the external audit is a recognized best practice in municipal finance and public governance. The City's current audit firm has served for approximately fifteen years, and initiating a competitive solicitation at this time will help ensure continued auditor independence and introduce fresh professional perspectives into the City's financial reporting process.

This action supports transparency, strengthens internal controls, and aligns the City with the expectations of regulatory bodies and credit rating agencies. The purpose of rebidding is not cost-driven, but rather to reinforce strong financial stewardship and uphold the highest standards of accountability.

RECOMMENDATION

ANALYSIS

The CFO met with the Audit Committee on November 19, 2025 to share the need to rebid for Financial Audit Services. The Request For Proposal was issued on December 22, 2025 and we received two (2) qualified solicitation packets. The evaluation team (Audit Committee, Chief Engineer, CFO, and Senior Budget Accountant) completed the evaluation by January 13, 2026.

EVALUATION CRITERIA	EVALUATOR SCORE	WEIGHT
1. <u>Firm's Background Experience</u>	_____	40%
2. <u>Key Project Personnel</u>	_____	30%
3. <u>Specific Audit Approach and Strategy</u>	_____	15%
4. <u>Estimated Fees and Total All-Inclusive Maximum Price</u>	_____	15%
TOTAL		100

Based on the criteria, Forvis Mazars, LLP scored the highest of the two. The team recommends awarding the Financial Audit Services Contract to Forvis Mazars, LLP.

Fiscal Impact

Funds Available Y/N: Y
Amount Requested: \$99,500
Source of Funds: GENERAL FUND
Account #: 53680
Fiscal Impact:

Attachments

RFP
Resolution



Texas City
EST. 1911

REQUEST FOR PROPOSALS

PROPOSAL NUMBER:

2026-003

PROJECT TITLE:

Financial Audit Services

CLOSING DATE:

Wednesday, January 7, 2026 at 11:00 am



No submissions after the
above deadline will be accepted.

KEY EVENTS SCHEDULE

PROJECT NAME:	Financial Audit Services
ISSUANCE OF RFP	Monday, December 22, 2025
DEADLINE FOR QUESTIONS:	Friday January 2, 2026, at 11:00 a.m. All questions will be answered in the form of an addendum. All questions related to this Bid are to be directed via email: purchasing@texascitytx.gov
SUBMITTAL DEADLINE:	Wednesday, January 7, 2026, at 11:00 a.m.
SUBMITAL REQUIREMENT:	One (1) Marked Original; Five (5) Marked Duplicates; one (1) USB Media Source MAIL TO: City of Texas City Purchasing Department Attn: Gwynetheia Shabazz Pope, CTPM, CTCM 1801 9th Avenue North Texas City, Texas 77590
CITY OF TEXAS CITY COMMISSION AWARD:	A final determination will be made at a future City of Texas City Commission meeting. City of Texas City reserves the right to reject any and all Bids and waive any and all formalities and conditions.
TERM OF SERVICE/PROJECT:	An agreement shall be effective upon execution by the CoTC for two (2) consecutive years with one (1) 12-month renewal option, unless either party gives the other party written notice of non-renewal at least 30 days prior to such renewal date.

**REQUEST FOR PROPOSALS
TABLE OF CONTENTS**

SECTION 1: GENERAL PROVISIONS

SECTION 2: SCOPE OF WORK

SECTION 3: EVALUATION CRITERIA

SECTION 4: APPENDICES

SECTION 5: REFERENCES

SECTION 6: RESPONDENT'S QUESTIONNAIRE

SECTION 7: SUBMISSION OF PROPOSALS

SECTION 1

GENERAL PROVISIONS

Texas City is located on Galveston Bay along the Gulf Freeway (I-45) in Galveston County, approximately 40 miles southwest of downtown Houston and 10 miles northeast of Galveston Island. The population estimate in July 2024 is 58,049 which is an 11.02% increase from the 2020 census. Established in 1911, Texas City has a significant industrial base which includes five (5) petrochemical refineries, a deep-water port and the Texas City Dike. With significant frontage on the Galveston Bay and Intercoastal Waterway, most of the 70.6 square miles of the City is protected by a hurricane levee which also encompasses the industrial district. The residents of Texas City are served by numerous amenities owned and operated by the City of Texas City which include a public library, 39 parks on 997.96 acres, a water park, two convention centers, natatorium and fitness center, a shooting range, baseball sports complex, soccer field and numerous birding and nature trails. The Texas City Prairie Reserve owned by the Nature Conservancy and consisting of over 2000 acres of protected coastal prairie is located within the city limits of Texas City.

1.1 Objective of this Request for Proposals

The City of Texas City (“**CoTC**”) is requesting proposals from qualified firms to provide Professional Financial Audit Services. The selected firm will be expected to advise the City about any matters relative to municipal finance and any related tax law including, but not limited to, tax-exempt and other debt instruments and financing alternatives. The Scope of Work will be more specifically described in **Section 2** of this RFP.

CoTC reserves the right to award multiple Agreements as a result of this RFP if deemed in the best interest of CoTC. CoTC makes no representations of any kind that an award will be made as a result of this ITB.

1.2 Public Information

Proposer is hereby notified that CoTC strictly adheres to all statutes, court decisions and the opinions of the Texas Attorney General with respect to disclosure of public information.

CoTC strictly adheres to the Texas Public Information Act (Texas Government Code Chapter 552.001, et seq.) and all other governing statutes, regulations, and laws regarding the disclosure of this RFP information. RFP Documents are not available for public inspection until after the Agreement award. If the Proposer has notified CoTC, in writing, that the RFP Document contains trade secrets or confidential information, CoTC will generally take reasonable steps to prevent disclosure of such information, in accordance with the Public Information Act. This is a statement of general policy only, and in no event shall CoTC be liable for disclosure of such information by CoTC in response to a request, regardless of CoTC’s failure to take such reasonable steps, even if CoTC is negligent in failing to do so.

The requirements of Subchapter J, Chapter 552, Government Code, may apply to this solicitation and the company or vendor agrees that the agreement can be terminated if the company or vendor knowingly or intentionally fails to comply with a requirement of that chapter. Vendor or company acknowledges that the solicitation is part of any resulting agreement of the solicitation.

1.3 Type of Agreement

All Proposers are hereby put on notice that if the Proposer is awarded an agreement for procurement of goods or services, CoTC is entering into that agreement in its governmental capacity, and not a proprietary capacity.

An award of an agreement to a Proposer(s) does not guarantee the Proposer(s) that CoTC shall issue any Purchase Order(s) for the Proposer’s goods or services, or guarantee any particular volume use, number, or sales.

By submitting a proposal, the Proposer further warrants and represents that he/she has become fully acquainted with the conditions, facts, and circumstances relating to providing the services/products required under this RFP. The failure or omission of Proposer to acquaint himself/herself with existing conditions, facts, and circumstances, shall in no way relieve him/her of any obligation with respect to his/her bid and any ensuing agreement.

Each Proposer acknowledges that CoTC has made a reasonable attempt to provide the Proposer with relevant data. The Proposer, therefore, waives any right of avoidance of the agreement based upon any expressed or implied warranty or representation that the pricing or activity data provided discloses all requirements, risks or exposures known to exist in the provision of the services being requested.

1.4 Clarifications and Interpretations

Proposers shall promptly notify the CoTC of any omissions, ambiguity, inconsistency or error that they may discover upon examination of this RFP. CoTC shall not be responsible or liable for any errors and/or misrepresentation that result from the solicitations which are inadvertently incomplete, ambiguous, inconsistent or obviously erroneous.

CoTC may, in its sole discretion, respond in writing to written inquiries concerning this RFP. Only CoTC’s responses that are made by formal written Addenda will be binding on CoTC. Any verbal responses, written interpretations or clarifications other than Addenda to this RFP will be without legal effect. All Addenda issued by CoTC prior to the Submittal Deadline will be and are hereby incorporated as a part of this RFP for all purposes.

Proposers are required to acknowledge receipt of each Addendum as specified in this Section. The Bidder must acknowledge all Addenda by completing, signing and returning the Addenda. The Addenda must accompany the proposal.

Responses to inquiries which directly affect an interpretation or effect a change to this RFP will be issued in writing by addendum and posted to CoTC website. All such addenda issued by CoTC prior to the submittal deadline shall be considered part of the RFP. CoTC shall not be bound by any reply to an inquiry unless such reply is made by such formal written addendum.

1.5 Evaluation Process

An award of an agreement to provide the goods or services specified herein will be made using competitive sealed bids, in accordance with Chapter 252 of the Texas Local Government Code and with the CoTC’s purchasing policy. All bids submitted by the Submittal Deadline, accompanied by the number of completed and signed originals that are

required by this RFP, will be opened publicly, but not read aloud. Any proposal that is not submitted by the Submittal Date, or that are not accompanied by the number of completed and signed originals by this RFP, will be rejected by CoTC as non-responsive due to material failure to comply with advertised specifications.

If the Proposal Packet is incomplete or otherwise fails to conform to the requirements of the ITB, CoTC alone will determine whether the variance is so significant as to render the proposal non-responsive.

Discussions may not be initiated by bidders. These discussions will be limited to issues and topics brought forth by the CoTC. Any attempt by a Proposer at deviating from the issues and topics to discuss other issues and topics concerning the RFP brought forth by the CoTC shall be grounds for disqualification. Proposers shall not contact any CoTC personnel during the bid process without the express permission from the CoTC's Purchasing Manager.

A variety of factors may be used in the evaluation of the submitted proposals for this project. The anticipated evaluation factors and emphasis placed on each factor may be identified in the Scope of Services. CoTC reserves the right to determine which Bid provides CoTC with the best value and which will be in CoTC's best interest. CoTC Commission shall be sole judge in determining award. Per Texas Local Government Code § 252.043(b):

- i. the purchase price;
- ii. the reputation of the Proposer's goods or services;
- iii. the quality of the Proposer's goods or services;
- iv. the extent to which the goods or services meet the municipality's needs;
- v. the Proposer's past relationship with the municipality;
- vi. the impact on the ability of the municipality to comply with laws and rules relating to contracting with historically underutilized businesses (HUB) and non-profit organizations employing persons with disabilities;
- vii. the total long-term cost to the municipality to acquire the Proposer's goods or services; and
- viii. any relevant criteria specifically listed in the Request for Proposals.

All correspondence relating to this RFP, from advertisement to award, shall be sent to the CoTC's Purchasing Division. All presentations and/or meetings between CoTC and the bidder relating to this bid shall be coordinated by CoTC Purchasing Division. CoTC reserves the right to determine which bid provides CoTC with the best value and which will be in the CoTC's best interest.

CoTC reserves the right to (a) enter into an agreement for all or any portion of the requirements and specifications set forth in this RFP with one or more Bidders, (b) reject any and all proposals and re-solicit, or (c) reject any and all proposals and temporarily or permanently abandon this selection process, if deemed to be in the best interests of CoTC.

Proposer is hereby notified that CoTC will maintain in its files concerning this RFP a written record of the basis upon which a selection, if any, is made by CoTC.

1.6 City of Texas City’s Reservation of Rights

CoTC makes no representations, written or oral, that it will enter into any form of agreement with any respondent to this RFP for any project, service and/or good and no such representation is intended or should be construed by the issuance of this RFP. Acceptance of a proposal for consideration does not waive this reservation of rights, nor does it imply any obligation by CoTC.

CoTC reserves the right to award one agreement for some, or all the requirements proposed or award multiple agreements for various portions of the requirements to different Proposers.

1.7 System for Award Management (SAM.GOV)

All Proposers contracting with CoTC may be required to register or have an active registration with the System for Award Management (SAM.gov). Registration is free. The System for Award Management (SAM) is the official registration required prior to soliciting on a contract with any federal government agency, including local governments who receive federal funds. Registration must be completed prior to contract award by CoTC Commission. Registering online is accomplished on the SAM website here: <https://sam.gov/content/home>

1.8 No Reimbursement for Costs

Proposer acknowledges and accepts that any costs incurred from the Proposer’s participation in this RFP shall be at the sole risk and responsibility of the Proposer. Proposer understands and agrees that (1) this RFP is a solicitation for proposals and CoTC has made no representation written or oral that one or more agreements with CoTC will be awarded under this RFP; (2) CoTC issues this RFP predicated on CoTC’s anticipated requirements for the Services and/or goods, and CoTC has made no representation, written or oral, that any particular scope of services will actually be required by CoTC; and (3) Proposer will bear, as its sole risk and responsibility, any cost that arises from Proposer’s preparation of a proposal; in response to this RFP.

1.9 Withdrawals and/or Amendments

City of Texas City reserves the right to withdraw this RFP for any reason. CoTC reserves the right to amend any aspect of this RFP by formal written Addendum prior to the submittal deadline.

1.10 Tax Exempt Status

City of Texas City purchases are exempt from State Sales Tax and Federal Excise Tax. Do not include tax in the proposal. CoTC will furnish Excise Tax Exemption Certificate upon request.

1.11 Compliance with House Bills 13, 19, 89 and Texas Government Code Chapter 2252, Section 2252.152 and Section 2252.152.

City of Texas City Requires Proposer to verify that they are in-compliance with House Bills and Texas Government Codes. Refer to **Section 4** for these documents

1.12 Validity Period

Once the submittal deadline has passed, any proposal Document shall constitute an irrevocable bid to provide the goods and/or services set forth in the Scope of Services at the price(s) shown in the Proposal Document. Such proposal shall be irrevocable until the earlier of the expiration of ninety (90) days from the submittal deadline, or until an agreement has been awarded by the CoTC.

1.13 Equal Opportunity Employer

CoTC is an equal opportunity employer and does not discriminate in awarding agreements or employment of persons because of their race, sex, age, religion, national origin, veteran, disabled or handicap status or any other characteristic protected by law. CoTC requires companies with which it conducts business to be equal opportunity employers and comply with all applicable federal, state and municipal laws and regulations regarding contracting and employment practices.

1.14 Conflict of Interest Questionnaire (Form CIQ)

A person or business, and their agents, who seek to contract or enter into an agreement with City of Texas City, are required by Texas Local Government Code, Chapter 176, to file a conflict-of-interest questionnaire (FORM CIQ) which is found in **Section 4**. The form must be filed with the CoTC Secretary no later than seven (7) days after the date the person or business begins agreement discussions or negotiations with CoTC, or submits an application, response to a request for proposals, correspondence, or other writing related to any potential agreement with CoTC. If no conflict exists, the bidder must mark the form Not Applicable or NA and return with the bid packet.

1.15 House Bill 1295- Disclosure of Interested Parties Form

A person or business, who enters into an agreement with CoTC, meeting the conditions according to Texas Local Government Code Sec. 2252.908, is required to file Form 1295 with Texas Ethics Commission. **This form is not required unless there is an agreement between the bidder and the CoTC. Do not submit this form unless you receive an award letter from CoTC.**

https://www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm

1.16 Protest Procedure

Any actual or prospective proposer who is allegedly connected with the solicitation or award of an offer may protest. The protest will be submitted in writing to the CoTC's Purchasing Division within three working days after such aggrieved person knows of or should have known of the facts giving rise thereto. If the protest is not resolved by mutual agreement, the Purchasing Division will promptly issue a decision in writing, via electronic mail, to the protesting person.

A. All protest lodged by potential or actual proposer, contractors must be made in writing, via electronic mail, and contain the following information:

- i. Name, address and telephone number of the protestor.
- ii. Identification of the solicitation or agreement number and time.

- iii. A detailed statement of the protest's legal and factual grounds, including copies of relevant documents.
 - iv. Identification of the issue(s) to be resolved and statement of what relief is requested.
 - v. Arguments and authorities in support of the protest.
 - vi. A statement that copies of the protest have been delivered, via electronic mail, to all interested parties in the invitation to bid or request for Bids process.
- B. In the case of Invitation for Bids, the CoTC Purchasing Division shall ask the protester deliver, via electronic mail, the protest to relevant parties.
 - C. The CoTC's Mayor has the authority to render the final determination regarding the protest. Any determination rendered by the CoTC's Mayor will be final.

1.17 Pursuant to Sec. 2-341 of the CoTC Code – Declaration of Policy

- A. It is the policy of CoTC to stimulate growth of local minority and women-owned business enterprise (M/WBE) by encouraging their participation in all phases of its contract and procurement activity and by affording them the opportunity to compete for all CoTC contracts. The purpose and objectives of this article are to:
 - i. Increase the capacity of local M/WBE's to provide products and services.
 - ii. Increase the opportunities for local M/WBE's to expand their business with CoTC and other public and private sector business entities.
- B. Provided, however, nothing herein shall require CoTC to award contracts for services or procurements to a M/WBE which is not also the lowest responsive and responsible Bidder and otherwise qualified unless CoTC may otherwise lawfully award the contract to someone other than the lowest responsive, responsible Bidder.

1.18 Bid Bond – if applicable

Each Bidder will be required to furnish with their Bids a Cashier's or Certified Check from any bank within the State of Texas or an acceptable Bidder's Bond for the sum of 5% of the total highest Bids payable to the City of Texas City. The certified check or Bids Bond will be returned to the unsuccessful Bidder(s) and to the successful Bidder on the completion of all contract documents and the furnishing of any necessary payment bonds and insurance certificates.

The Bids bond or check will be forfeited to the City as liquidated damages should the successful Bidder fail to give the required payment and performance bonds and insurance certificates and execute the contract with the said City within thirty (30) days after receiving notice of acceptance of its Bids.

1.19 Performance and Payments Bond(s)- if applicable

Government Code Chapter 2253, requires a Performance Bond (for contracts in the excess of \$100,000) and a Payment Bond (for contracts in excess of \$25,000) to be provided by the Contractor. Each bond required shall be equal to the total contract price and shall be issued by a satisfactory surety company. The bond(s) will remain in full force and effect until final completion and acceptance of the work.

The bond(s) are to be made payable to the City of Texas City. They shall be written on forms provided by the surety for public works projects in Texas. A surety licensed to do business in the State of Texas must execute the bond.

Proposers shall familiarize themselves with Chapter 2253 and before submitting their proposal.

1.20 Indemnification

The contractor shall agree to assume all risks and responsibility for, agrees to indemnify, defend, and save harmless, the City of Texas City, its elected and appointed officials and department heads, and its agents and employees from and against all claims, demands, suits, actions, recoveries, judgments, and costs and expenses including reasonable attorney's fees for the defense thereof in connection therewith on account of the loss of life, property or injury or damage to the person which shall arise from contractor's operations under this contract, its use of City facilities and/or equipment or from any other breach on the part of the contractor, its employees, agents or any person (s) in or about the City's facilities with the expressed or implied consent of the City. Contractor shall pay any judgment with cost which may be obtained against City of Texas City resulting from contractor's operations under this contract.

1.21 Insurance Requirements

The proposer, consistent with its status as an independent contractor, shall carry, and shall require any of its subcontractors to carry, at least, the following insurance in such form, with such companies, and in such amounts (unless otherwise specified in the Scope of Services) as City may require, naming the City of Texas City as the additional insured:

- A. Worker's Compensation and Employer's Liability insurance, including All States Endorsement, to the extent required by federal law and complying with the laws of the State of Texas;
- B. Commercial General Liability insurance for at least One Million Dollars (\$1,000,000) on a per occurrence basis, with a Two Million (\$2,000,000) aggregate. Blanket Contractual Liability, Broad Form Property Damage, Personal Injury, Completed Operations/Products Liability, Premises Liability, Medical Payments, and Broad Form General Liability Endorsements;
- C. Comprehensive Automobile Liability insurance covering all owned, non-owned or hired automobiles to be used by the Contractor, with coverage at the minimum State of Texas requirements;
- D. Professional Liability, Errors and Omissions in an amount to be determined in the Scope of Services.

SECTION 2

SCOPE OF WORK

2.1 Project Title: Financial Audit Services

2.2 Scope of Work

It is the intent of this specification to award a firm that offers the most advantages for Professional Financial Audit Services to the City at a reasonable cost. Proposals received must meet or exceed the following minimum specifications outlined in this Scope of Work.

The City of Texas City is requesting submittals from qualified firms of certified public accountants to perform the annual audit of its financial statements. The CoTC desires the Auditor to express an opinion on the fair presentation of its basic financial statements and schedules in conformity with accounting principles generally accepted in the United States of America.

The Auditor will not be required to audit the combining and individual non-major fund financial statements and supporting schedules. However, the Auditor is to provide an “in-relation-to” report on the combining and individual non-major fund financial statements and supporting schedules based on the auditing procedures applied during the audit of the basic financial statements. The Auditor is not required to audit the introductory section or the statistical section of the City’s comprehensive annual financial report (ACFR).

The Auditor shall also be responsible for performing certain limited procedures involving required supplementary information required by the Governmental Accounting Standards Board as mandated by auditing standards generally accepted in the United States of America.

The Auditor is required to express an opinion on the fair presentation of the separate financial statements issued for the City of Texas City. A separate report shall be issued on compliance and internal control over financial reporting based on the audit of the City financial statements performed in accordance with governmental auditing standards

The City also requires a single audit report and schedule of expenses of federal awards.

To meet the requirements of this Request for Proposals, the audit shall be performed in accordance with Generally Accepted Auditing Standards, as well as the following guidelines and requirements:

- American Institute of Certified Public Accountants (AICPA) Industry Audit and Accounting Guide – Audits of State and Local Governmental Units
- U.S. General Accounting Office’s (GAO) Government Auditing Standards (1994, as amended)
- Provisions of the Federal Single Audit Act of 1984
- Provisions of the Single Audit Act Amendments of 1996
- Provisions of the U.S. Office of Management and Budget (OMB) Circular A-133 Audits of States, Local Governments and Non-Profit Organizations
- OMB Compliance Supplement for Single Audits of State and Local Governments
- All other applicable laws, regulations and standards

2.3 Special Provisions

2.3.1 Annual Comprehensive Financial Report (ACFR)

The City sends its ACFR to the Government Finance Officers Association (GFOA) of the United States and Canada for review in their Certificate of Achievement for Excellence in Financial Reporting program. The Auditor will review the City's ACFR to ensure compliance with the requirements for the Certificate of Achievement for Excellence in Financial Reporting, including comparing the City of Texas City's ACFR with the GFOA Preparer Checklist. The Auditor will provide suggestions and recommendations in this proposal that will assist the City in continuing to meet the requirements of that program.

2.3.2 Working Papers

All working papers and reports must be retained at the Auditor's expense, for a minimum of three (3) years, unless the Firm is notified in writing by the City of the need to extend the retention period. The Auditor will be required to make working papers available, upon request, to the following parties or their designees:

- The City of Texas City
- The United States Department of Housing and Urban Development
- U.S. General Accounting Office
- The Texas State Comptroller's Office
- Auditors of entities in which the City is a sub-recipient of grant funds
- Officials of federal or state departments that provide financial assistance to the City

In addition, the Firm shall respond to reasonable inquiries of successor auditors and allow successor auditors to review working papers relating to matters of continuing accounting significance.

2.3.3 Assistance provided by the City

The Finance Department staff and other responsible management personnel will be available during the audit to assist the Firm by providing information, documentation and explanations. Other assistance that can be expected follows:

- Information System Assistance – personnel will be available to provide systems documentation and explanation. The Auditor will be provided computer time for "Inquiry Only" functions.
- Work Area, Telephone, Photocopying and Facsimile (FAX) Machines – the City will provide the Auditor with reasonable workspace, desks, and chairs. The Auditor also will be provided with access to one telephone line, photocopying facilities, and FAX machine(s).

2.4 Reports, Schedules, and Statements to be Issued

Following the completion of the Audit on the fiscal year's financial statements the Auditor shall issue:

2.4.1 An independent auditor's report on the fair presentation of the financial statements in conformity with accounting principles generally accepted in the United States of America.

2.4.2 An independent auditor's report on compliance and internal control over financial reporting based on an audit of the financial statements performed in accordance with governmental auditing standards.

2.4.3 An independent auditor's report on compliance and internal control over compliance with requirements applicable to each major federal program and internal control over compliance in accordance with OMB Circular A-133.

2.4.4 An independent auditor's report on the fair presentation of the supplementary schedule of expenditures of federal awards in relation to the audited financial statements.

2.4.5 A schedule of findings.

2.4.6 A summary schedule of prior audit findings and corrective action plan, if applicable.

2.4.7 Auditor's letter of recommendations to management, if applicable.

2.4.8 A separate supplemental report on the CoTC Electric System Financial Statements including a separate report on compliance and internal control over financial reporting based on an audit of the CoTC Financial Statements performed in accordance with governmental auditing standards.

2.4.9 The Schedule of Expenditures on Federal Awards and related auditor's report, as well as the related reports on compliance and internal controls are not to be included in the comprehensive annual financial report, but are to be issued separately.

2.5 Additional Reporting Considerations

In the required reports on compliance and internal control, the Auditor shall communicate any reportable conditions found during the audit. A reportable condition is a significant deficiency in the design or operations of the internal control structure which could adversely affect the organization's ability to record, process, summarize, and report financial data consistent with the assertions of management in the financial statements or which could adversely affect the organization's ability to comply with federal laws and regulations.

2.5.1 Reportable conditions that are individually or cumulatively material weaknesses shall be identified as such in the report.

2.5.2 The reports on compliance and internal controls shall include all instances of noncompliance.

2.5.3 Deficiencies in internal control that are not reportable conditions but are detected by the Auditor shall be reported in the separate letter of recommendations to management, which shall be referred to in the reports on compliance and internal controls.

2.5.4 Auditor shall be required to make an immediate, written report on all irregularities and illegal acts or indications of illegal acts of which they become aware to the following parties: City Manager, Chief Financial Officer, City Internal Auditor, Mayor, and Audit

Committee Chairperson. In the event of such irregularities at BTU, to the BTU General Manager, Chief Financial Officer, BTU Board Chairperson, City Internal Auditor, Mayor, and Audit Committee Chairperson.

2.5.5 The Auditor will be required to make presentation to the City Commission, and Audit Committee summarizing the work performed and any relevant findings during the audit.

2.6 Reporting to the City

The Auditor shall ensure that the City's governing body is informed of each of the following:

- Auditor's responsibility under generally accepted auditing standards
- Significant accounting policies
- Management judgments and accounting estimates
- Significant audit adjustments
- Other information in documents containing audited financial statements
- Disagreements with management
- Management consultation with other accountants
- Major issues discussed with management prior to retention
- Difficulties encountered in performing the audit
- Other matters required by GAAS, such as reporting of illegal acts, etc.

SECTION 3
EVALUATION CRITERIA

3.1 Evaluation Factors

The Selection Committee for the City of Texas City will review all proposals to determine compliance with the requirements as specified in the RFP. Only proposals which, in the opinion of the Selection Committee, meet the requirements of the RFP will be further evaluated.

Proposals that pass the preliminary review will be evaluated on how well the proposal meets the needs of the CoTC as described in the Firm's response to each requirement listed in the RFP. The Selection Committee will review all written proposals that meet the minimum requirements and will select what it deems to be the top two (2) to four (4) responses for further review. It is important that the responses be clear and complete so the Selection Committee can adequately understand all aspects of the proposal.

3.2 Mandatory Qualifications of the Auditor

- Properly licensed for public practice as a Certified Public Accountant
- Meets the independence requirements of the Governmental Auditing Standards published by the Governmental Accounting Standard Board
- Does not have a record of substandard audit work. Please provide the controls you firm has in place to ensure quality standards have been met; also disclose whether your firm is subject to an external quality control review process
- Has experience in successfully assisting Municipal clients in their application for and receipt of the GFOA Certificate of Achievement for Excellence in Financial Reporting
- Must demonstrate their knowledge of GASB Statement Number 34 and describe the assistance they will provide their clients with GASB 34
- Report must be submitted to the City Commission by date determined by the CFO

3.3 Evaluation Criteria

The City will review the submitted proposals carefully. The recommendations will be based on the proposal determined to be in the best interests of the City. Only accounting firms that meet the legal qualifications of the RFP will be considered. Other evaluation criteria with associated weights shall consist of the following:

3.3.1 Firm's Background and Experience 40 %

- Provide an affirmative statement that the firm and assigned key staff are properly registered/licensed to practice in Texas.
- Describe your firm's organizational structure.
- How many years has your firm been in business?
- Indicate the number of years of experience your firm has conducting audits of government entities similar to the City of Texas City.
- Include the address of your firm's website, if applicable.
- List the location of the office from which the work on this engagement is to be performed.

- If the proposer is a joint venture or consortium, the qualifications of each firm comprising the joint venture or consortium should be separately identified and the firm that is to serve as the principal auditor should be noted, if applicable.
- List your firm's current or recent audit clients in Texas that are state or local government entities. For the firm's office that will be assigned responsibility for the audit, list the most significant engagements performed in the last four (4) years that are similar to the engagement described in this request. Indicate the scope of work, date, engagement partners, total hours, and the name and telephone number of the principal client contact. Also indicate whether the ACFR issued in connection with the audit was awarded the GFOA's Certificate of Achievement for Excellence in Financial Reporting.
- The firm is also required to submit a copy of the report on its most recent external quality control review (Peer Review as required by the AICPA), with a statement whether that quality control review included a review of specific government engagements.
- Please provide any other background that you feel is pertinent to the auditing needs expressed by the City.

3.3.2 Key Project Personnel

30 %

Provide information regarding capabilities and experience of personnel directly assigned to this project that include the following:

- Professional resumes for key personnel and their responsibilities for the duration of the contract.
- Indicate the education and professional licensing of each person as it relates to this project.
- Include a list of previous projects, similar in size and complexity, in which each team member has played a significant role.

3.3.3 Specific Audit Approach and Strategy

15 %

The proposal should set forth a work plan, including an explanation of the audit methodology to be followed, to perform the services required in this request. In developing the work plan, reference should be made to such sources of information as the City's budget and related materials, organizational charts, and financial and other management information systems. Firms will be required to provide the following information on their audit approach and strategy

- Proposed segmentation of the engagement (such as planning, cash and investments, debt, revenue, compliance, etc.)
- Level of staff and number of hours to be assigned to each proposed segment of the engagement
- The extent to which statistical sampling is to be used in the engagement, including sampling methods, sizes, and areas of use
- Extent of use of computer audit tools in the engagement.
- Type and extent of analytical procedures to be used in the engagement
- Approach to be taken to gain and document an understanding of the City of Texas City's internal control structure
- Approach to be taken in determining laws and regulations that will be subject to audit test work.

- Describe your firm's general approach to auditing.
- List, in detail, all schedules to be prepared by City personnel as well the audit procedures which will require the assistance of City personnel to complete.
- The audit firm shall indicate the extent of any audit work to be performed in those offices which collect revenue for the City.

3.3.4 Estimated Fees & Total All-Inclusive Maximum Price 15 %

The response should include an estimate of the total cost of the annual audit services (including the annual Uniform Guidance/Texas single audit). The estimated total cost will be the total all-inclusive maximum fee paid under the contract for annual audit services. The total all-inclusive maximum price proposed shall contain all direct and indirect costs including all out-of-pocket expenses. A “Schedule of Profession Fees and Expenses” shall support the “All-Inclusive Dollar Cost Fee Estimate.”

Firm's Background and Experience	40%
Key Project Personnel	30%
Specific Audit Approach and Strategy	15%
Estimated Fees & Total All-Inclusive Maximum Price	15%

All firms are required to include a Sample Engagement Letter with their qualification submittal

3.4 Cooperative Governmental Purchasing Notice

Other governmental entities maintaining inter-local agreements with CoTC may desire, but are not obligated, to purchase goods and services defined in this RFP from the successful Proposer. All purchases by governmental entities, other than CoTC, will be billed directly to and paid by that governmental entity. CoTC will not be responsible for another governmental entity’s debts. Each governmental entity will place their own orders with the successful Proposer and be responsible for ensuring full compliance with the RFP specifications. Prior to other governmental entities placing orders, CoTC will notify the successful Proposer of their intent.

Please indicate below if you will permit other governmental entities to purchase from your agreement with CoTC.

Yes, Others can purchase **No, Only the CoTC can purchase**



SECTION 4
APPENDICES

APPENDIX A – BID DOCUMENT

APPENDIX B – CONFLICT OF INTEREST

APPENDIX C – HOUSE BILLS 13, 19, 89

APPENDIX D – PROPERTY TAX STATEMENT

APPENDIX E – NEPOTISM STATEMENT

APPENDIX F – NON-COLLUSION STATEMENT

APPENDIX G – CERTIFICATION REGARDING DEBARMENT

APPENDIX H – NO INTENT TO SUBMIT FORM



Appendix A – Bid Document

Submittal Checklist: (To determine validity of Bid)

Appendix A must be included in the submittal.

Appendix B – G all forms must be complete and included in the submittal.

By checking the below box(es), you are acknowledging the contents of the document(s) relating to the listed appendices, and agreeing to their terms:

- | | |
|--|---|
| <input type="checkbox"/> Appendix B – Conflict of Interest
<input type="checkbox"/> Appendix C – House Bill 13, 19, 89 Verification
<input type="checkbox"/> Appendix D – Property Tax Statement | <input type="checkbox"/> Appendix E – Nepotism Statement
<input type="checkbox"/> Appendix F – Non-Collusion Statement
<input type="checkbox"/> Appendix G – Certification Regarding Debarment
<input type="checkbox"/> Appendix H – No Intent to Bid Form |
|--|---|

All Bids delivered to the City of Texas City shall include this page with the submittal.			
ITB Number:	2026-003		
Project Title:	Financial Audit Services		
Submittal Deadline:	Wednesday, January 7, 2025, at 11:00 a.m.		
<u>Proposer's Information:</u>			
Proposer's Legal Name:			
Address:			
City, State & Zip			
Federal Employers Identification Number #			
Phone Number:		Fax Number:	
E-Mail Address:			
<u>Proposer's Authorization</u>			
<p>I, the undersigned, have the authority to execute this proposal in its entirety as submitted and enter into an agreement on behalf of the Proposer.</p> <p>Printed Name and Position of Authorized Representative: _____</p> <p>Signature of Authorized Representative: _____</p> <p>Signed this _____ (day) of _____ (month), _____ (year)</p>			

THIS DOCUMENT MUST BE COMPLETED AND SUBMITTED AS IT IS A PART OF THE SOLICITATION PACKAGE.



Appendix B – Form CIQ

INFORMATION REGARDING VENDOR CONFLICT OF INTEREST QUESTIONNAIRE

WHO: The following persons must file a Conflict of Interest Questionnaire with the City if the person has an employment or business relationship with an officer of the City that results in taxable income exceeding \$2,500 during the preceding twelve – month period, or an officer or a member of the officer’s family has accepted gifts with an aggregate value of more than \$250 during the previous twelve – month period and the person engages in any of the following actions:

1. contracts or seeks to contract for the sale or purchase of property, goods or services with the City, including any of the following:
 - a. written and implied contracts, utility purchases, purchase orders, credit card purchases and any purchase of goods and services by the City;
 - b. contracts for the purchase or sale of real property, personal property including an auction of property;
 - c. tax abatement and economic development agreements;
2. submits a bid to sell goods or services, or responds to a request for bid for services;
3. enters into negotiations with the City for a contract; or
4. applies for a tax abatement and/or economic development incentive that will result in a contract with the City

THE FOLLOWING ARE CONSIDERED OFFICERS OF THE CITY:

1. Mayor and City C Members;
2. Board and Commission members and appointed members by the Mayor and City Commission;
3. Directors of 4A and 4B development corporations;
4. The executive directors or managers of 4A and 4B development corporations; and
5. Directors of the City of Texas City who have authority to sign contracts on behalf of the City.

EXCLUSIONS: A questionnaire statement need not be filed if the money paid to a local government official was a political contribution, a gift to a member of the officer’s family from a family member; a contract or purchase of less than \$2,500 or a transaction at a price and subject to terms available to the public; a payment for food, lodging, transportation or entertainment; or a transaction subject to rate or fee regulation by a governmental entity or agency.

WHAT: A person or business that contracts with the City or who seeks to contract with the City must file a “Conflict of Interest Questionnaire” (FORM CIQ) which is available online at www.ethics.state.tx.us and a copy of which is attached to this guideline. The form contains mandatory disclosures regarding “employment or business relationships” with a municipal officer. Officials may be asked to clarify or interpret various portions of the questionnaire.

WHEN: The person or business must file:

1. the questionnaire – no later than seven days after the date the person or business begins contract discussions or negotiations with the municipality, or submits an application, responds to a request for Bids or bids, correspondence, or other writing related to a potential contract or agreement with the City; and
2. an updated questionnaire – within seven days after the date of an event that would make a filed questionnaire incomplete or inaccurate.

It does not matter if the submittal of a bid or Bids results in a contract. The statute requires a vendor to file a FORM CIQ at the time a bid or Bids is submitted, or negotiations commence.

WHERE: The vendor or potential vendor must mail or deliver a completed questionnaire to the Finance Department. *The Finance Department is required by law to post the statements on the City’s website.*

ENFORCEMENT: Failure to file a questionnaire is a Class C misdemeanor punishable by a fine not to exceed \$500. It is an exception to prosecution that the person files a FORM CIQ not later than seven business days after the person receives notice of a violation.

NOTE: The City does not have a duty to ensure that a person files a Conflict-of-Interest Questionnaire.

CONFLICT OF INTEREST QUESTIONNAIRE

FORM CIQ

For vendor or other person doing business with local governmental entity

This questionnaire reflects changes made to the law by H.B. 1491, 80th Leg., Regular Session.

This questionnaire is being filed in accordance with Chapter 176, Local Government Code by a person who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the person meets requirements under Section 176.006(a).

By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the person becomes aware of facts that require the statement to be filed. See Section 176.006, Local Government Code.

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

**OFFICE
USE
ONLY**

Date
Received

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

2. Check this box if you are filing an update to a previously filed questionnaire.

(The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date the originally filed questionnaire becomes incomplete or inaccurate.)

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

Name of Officer

This section (item 3 including subparts A, B, C & D) must be completed for each officer with whom the filer has an employment or other business relationship as defined by Section 176.001(1-a), Local Government Code. Attach additional pages to this Form CIQ as necessary.

- A. Is the local government officer named in this section receiving or likely to receive taxable income, other than investment income, from the filer of the questionnaire?
 Yes No
- B. Is the filer of the questionnaire receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer named in this section AND the taxable income is not received from the local governmental entity?
 Yes No
- C. Is the filer of this questionnaire employed by a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership of 10 percent or more?
 Yes No
- D. Describe each employment or business relationship with the local government officer named in this section.

4.

Signature of person doing business with the governmental entity

Date

Adopted 06-29-2007

THIS DOCUMENT MUST BE COMPLETED AND SUBMITTED AS IT IS A PART OF THE SOLICITATION PACKAGE.



Appendix C - House Bills 13, 19 & 89 Verification

Pursuant to Senate Bill 13 of the 87th regular Texas Legislature session:

Verification Regarding Boycotting Energy Companies – Pursuant to Chapter 2274, Texas Government Code, Contractor verifies (1) it does not boycott energy companies, and (2) it will not boycott energy companies during the term of this Agreement. Contractor acknowledges this Agreement may be terminated and payment withheld if this verification is inaccurate. (Note: This provision only applies in a contract that (1) has a value of \$100,000 or more that is to be paid wholly or partly from public funds and (2) is with a for-profit entity, not including a sole proprietorship, that has ten (10) or more full-time employees.)

Pursuant to Senate Bill 19 of the 87th regular Texas Legislature session:

Discrimination Against Firearm Entities – In accordance with Texas Government Code Chapter 2274, Contractor verifies that it does not have a practice, policy, guidance or directive that discriminates against a firearm entity or firearm trade association; and will not discriminate during the term of the contract against a firearm entity or firearm trade association. This section only applies if: (i) Contractor has ten (10) or more full-time employees and (ii) this Agreement has a value of \$100,000 or more to be paid under the terms of this Agreement; and does not apply: (i) if Contractor is a sole proprietor, a non-profit entity, or a governmental entity; (ii) to a contract with a sole-source provider; or (iii) to a contract for which none of the bids from a company were able to provide the required certification.

Pursuant to Sections 2270.001, 2270.002, 808.001, Texas Government Code:

- 2 *“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 for ordinary business purposes; and*
- 3 *“Company” has the meaning assigned by Section 808.001, except that the term does not include a sole proprietorship.*
- 4 *Section only applies to a contract that is between a governmental entity and a company with 10 or more full-time employees; and has a value of \$100,000 or more that is to be paid wholly or partly from public funds of the governmental entity.*

I, _____ (Person name), the undersigned representative of (Company or

Business Name) _____ (hereinafter referred to as Company) being an adult over the age of eighteen (18) years of age, do hereby depose and verify under oath that the company named-above, under the provisions of Subtitle F, Title 10, Government Code Chapter 2270; depose and verify under oath that the Company, under the provisions of Subtitle A, Title 8, Government Code, is amended by adding Chapter 809; do hereby depose and verify under oath that the Company, under the provisions of Subtitle F, Title 10, Government Code, is amended by adding Chapter 2274 will not discriminate and/or boycott any of these provisions outlined and defined in House Bills 13, 19 and 89.

DATE

SIGNATURE OF COMPANY REPRESENTATIVE

THIS DOCUMENT MUST BE COMPLETED AND SUBMITTED AS IT IS A PART OF THE SOLICITATION PACKAGE.



Appendix D – Property Tax Statement

The City of Texas City, Texas has adopted the following policy:

The City of Texas City will not do business with any person or business that owes delinquent property taxes to the City.

Please indicate whether you or your company owe delinquent property taxes to the City whether an assumed name, partnership, corporation, or any other legal form.

_____ I do not owe the City property taxes that are delinquent.

_____ I owe City property taxes that are delinquent on property located at

Proposer's Printed or Typed Name

Proposer's Signature

Date

THIS DOCUMENT MUST BE COMPLETED, SIGNED, AND SUBMITTED AS IT IS A PART OF THE SOLICITATION PACKAGE.



Appendix E – Nepotism Statement

The Bidder or Proposer or any officer, if the Bidder or Proposer is other than an individual, shall state whether Bidder or Proposer has a relationship, either by blood or marriage, with any official or employee of the City of Texas City by completing the following:

If the Bidder or Proposer is an individual:

_____ I am not related by blood or marriage to any official or employee of the City of Texas City

_____ I am related by blood or marriage to the following official(s) or employee(s) of the City of Texas City

Name and title of City Official

Or employee: _____

Relationship: _____

If the Bidder or Proposer is **NOT** an individual:

_____ The officers of the company submitting this bid or proposal are not related by _____ blood or marriage to any official or employee of the City of Texas City.

_____ The officers of the company submitting this bid or proposal are related by blood or marriage to the following official(s) or employee(s) of the City of Texas City.

Name and title of officer: _____

Employee and title of City Official or Employee: _____

Relationship: _____

THIS DOCUMENT MUST BE COMPLETED AND SUBMITTED AS IT IS A PART OF THE SOLICITATION PACKAGE.



Appendix F – Non-Collusion Statement

THE UNDERSIGNED AFFIRM THAT THEY ARE DULY AUTHORIZED TO EXECUTE THIS CONTRACT, THAT THIS COMPANY, FIRM, PARTNERSHIP OR INDIVIDUAL HAS NOT PREPARED THIS PROPOSAL IN COLLUSION WITH ANY OTHER PROPOSER, AND THAT THE CONTENTS OF THIS PROPOSAL AS TO PRICES, TERMS OR CONDITIONS OF SAID PROPOSAL HAVE NOT BEEN COMMUNICATED BY THE UNDERSIGNED NOR BY ANY EMPLOYEE OR AGENT TO ANY OTHER PERSON ENGAGED IN THIS TYPE OF BUSINESS PRIOR TO THE OFFICIAL OPENING OF THIS PROPOSAL.

Proposer _____

Address _____

Phone _____

Fax _____

Proposer (Signature) _____

Proposer (Printed Name) _____

Position With Company _____

**Signature Of Company Official
Authorizing This Proposal** _____

**Company Official
(Printed Name)** _____

Official Position _____

THIS DOCUMENT MUST BE COMPLETED, SIGNED, AND SUBMITTED AS IT IS A PART OF THE SOLICITATION PACKAGE.



Appendix G – Document 00435

PROPOSER’S CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION (49 CFR PART 29)

The undersigned certifies, by submission of this proposal or acceptance of this contract, that neither Contractor nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntary excluded from participation in this transaction by any Federal department or agency. Proposer agrees that by submitting this proposal that Proposer will include this clause without modification in all lower tier transactions, solicitations, proposals, contracts, and subcontracts. Where the Proposer or any lower tier participant is unable to certify to this statement, that participant shall attach an explanation to this document.

Certification-the above information is true and complete to the best of my knowledge and belief.

(Printed or typed Name of Signatory)

(Signature)

(Date)

NOTE: The penalty for making false statements in offers is prescribed in **18 U.S.C. 1001**

END OF DOCUMENT 00435-FAA

THIS DOCUMENT MUST BE COMPLETED, SIGNED, AND SUBMITTED AS IT IS A PART OF THE SOLICITATION PACKAGE.



Appendix H – No Intent to Submit Form

If your firm has chosen not to submit a Bids for this procurement, please complete this form and submit to:

City of Texas City
Purchasing Department
Attn: Gwynetheia Shabazz Pope
Texas City, Texas 77590

Please check all items that apply:

- | | |
|---|---|
| <input type="checkbox"/> Do not sell the item(s) required | <input type="checkbox"/> Cannot provide Insurance required |
| <input type="checkbox"/> Cannot be competitive | <input type="checkbox"/> Cannot provide Bonding required |
| <input type="checkbox"/> Cannot meet specifications highlighted in the attached request | <input type="checkbox"/> Cannot comply with Indemnification requirement |
| <input type="checkbox"/> Job too large | <input type="checkbox"/> Job too small |
| <input type="checkbox"/> Do not wish to do business with the City of Galveston | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Cannot submit electronically | |

COMPANY NAME (Please print): _____

Authorized Officer Name (Please print): _____

Telephone: (____) _____ **Fax:** (____) _____

You may also email this form to: purchasing@texascitytx.gov.

**SECTION 5
REFERENCES**

References – This section is required.

Proposer shall provide four (4) references where Proposer has performed Audit Services for Municipal Clients as described herein. Proposer shall provide references not affiliated with the City of Texas City, or any of its employees.

Reference #1:

Client / Company Name:	
Contact Name:	Contact Title:
Phone:	Email:
Date and Scope of Services Provided:	

Reference #2:

Client / Company Name:	
Contact Name:	Contact Title:
Phone:	Email:
Date and Scope of Services Provided:	

Reference #3:

Client / Company Name:	
Contact Name:	Contact Title:
Phone:	Email:
Date and Scope of Services Provided:	

Reference #4:

Client / Company Name:	
Contact Name:	Contact Title:
Phone:	Email:
Date and Scope of Services Provided:	

THIS DOCUMENT MUST BE COMPLETED AND SUBMITTED AS IT IS A PART OF THE SOLICITATION PACKAGE.



**SECTION 6
PROPOSER'S QUESTIONNAIRE**

Proposals must include responses to the questions contained in this Proposer's General Questionnaire. Proposer should reference the item number and repeat the question in its response. In cases where a question does not apply, or if unable to respond, proposer should refer to the item number, repeat the question, and indicate N/A (Not Applicable) or N/R (No Response), as appropriate. Proposer will explain the reason when responding N/A or N/R.

Proposer Profile

Legal name of Proposing Company: _____

Centralized Master Bidders List registration number: _____

Prime contractor HUB / MWBE registration number: _____

An individual bidder acting as a sole proprietor must also enter the bidder's Social Security Number: # __XXX__ - __XX__ - _____.

Universal Entity Identifier (UEI) number _____

Number of years in Business: _____

State of incorporation: _____

Number of Employees: _____

Annual Revenues Volume: _____

Name of Parent Corporation, if any _____

NOTE: FOR PUBLIC WORKS - If Proposer is a subsidiary, CoTC prefers to enter into an agreement or agreement with the Parent Corporation or to receive assurances of performance from the Parent Corporation.

1. Bidder will provide a copy of its financial statements for the past two (2) years.
2. Bidder will provide a financial rating of the bidder's entity and any related documentation (such as a Dunn and Bradstreet analysis) that indicates the financial stability of bidder.
3. Bidder will state whether or not bidder is currently for sale or involved in any transaction to expand or to become acquired by another business entity. If yes, bidder will explain the expected impact, both in organizational and directional terms.
4. Bidder will provide any details of all past or pending litigation or claims filed against bidder that would affect its performance under an Agreement with CoTC
5. Bidder will state whether or not bidder is currently in default on any loan agreement or financing agreement with any bank, financial institution, or other entity. If yes, bidder will specify the pertinent date(s), details, circumstances, and describe the current prospects for resolution.
6. Bidder will state whether or not any relationship exists (whether by family kinship, business association, capital funding agreement, or any other such relationship) between bidder and any employee of CoTC. If yes, bidder will explain

THIS DOCUMENT MUST BE COMPLETED AND SUBMITTED AS IT IS A PART OF THE SOLICITATION PACKAGE.



SECTION 7 SUBMISSION OF PROPOSAL

- A. Submittal Packet – How to submit: All Proposals must be submitted directly to the Purchasing Department by mail or hand delivery. No Electronic packets will be accepted. Electronic submissions will be marked non-responsive.
- B. Submittal Packet – Required Contents: All items in this proposal are considered part of the RFP package. Submittals must include the package in its entirety; signed in the appropriate places by an authorized representative of the company with an original signature. Proposals not including all of the above will be considered non-responsive. Proposers must submit their proposals on the forms provided herein, otherwise, it will be marked non-responsive.
- C. Submittal Deadline: The deadline for submitting proposals shall be as identified on the **Key Events Schedule**. It is the Proposer’s responsibility to have the Documents, including Addenda, correctly submitted by the submittal deadline. No extensions will be granted and no late submissions will be accepted.
- D. Proposal Received Late: Proposers are encouraged to submit their packets as soon as possible. The time and date of receipt as recorded in the Purchasing Office shall be the official time of receipt. CoTC is not responsible for late submission regardless of the reason. Late Proposals will not be considered under any circumstances.
- E. Alterations or Withdrawals of Proposal Document: Any submitted Proposals may be withdrawn or a revised proposal substituted prior to the submittal deadline. Proposal Documents cannot be altered, amended or withdrawn by the Proposer after the submittal deadline.
- F. Proposal Document Format: All Proposal documents must be prepared in single-space type, on standard 8-1/2” x 11” vertically oriented pages, numbered at the bottom, with the exception of plans or drawings, those may be submitted landscape on 8-1/2” x 11” pages. **The package must be in the order required in 7.1 Proposal Submittal Order.** The submittal must be written in pen or typed, signatures must be signed in pen, and anything written in pencil will not be accepted. Mistakes can be crossed out and corrections inserted and initialed by the individual signing the proposal. CoTC only accepts proposals that are submitted by mail or hand delivery. **No electronic submittals will be considered and will be marked “Non-responsive”.**
- G. Questions and Responses: Written Questions will be answered after the question deadline in the form of an Addendum. No responses will be given to questions submitted after the deadline. Questions submitted outside of the Purchasing Division will not be answered and any communication with a User Department prior to award by CoTC Commission will disqualify a vendor from being considered for award.
- H. Pre-Proposal Conferences: The date and time of a pre-proposal conference, if necessary, will be found in the **Key Events Schedule**.



7.1 Proposal Submittal Order

Proposer is instructed to complete, sign, and return the following documents in the following order as a part of its proposal packet. If the Proposer fails to return each of the following items with its bid, then the CoTC may consider this as Non-Responsive and reject the proposal:

Signed and Completed Appendix A – Proposal Document

Signed and Completed Appendix B – Form CIQ

Signed and Completed Appendix C – House Bills 13, 19, 89 Verifications

Signed and Completed Appendix D – Property Tax Statement

Signed and Completed Appendix E – Nepotism Statement

Signed and Completed Appendix F – Non-Collusion Statement

Signed and Completed Appendix G – Certification Regarding Debarment

Signed and Completed Appendix I – Federal Clauses (**if applicable**)

Signed and Completed Proposer’s Questionnaire

Signed and Completed Bid Pricing

Signed and Completed Addenda (if applicable)

Note: It is the proposer’s responsibility to make sure they have obtained all addenda.

Completed References

END OF DOCUMENT

RESOLUTION NO. 2026-010

A RESOLUTION APPROVING RFP NUMBER 2026-003 FINANCIAL AUDIT SERVICES CONTRACT; AND PROVIDING THAT THIS RESOLUTION SHALL BECOME EFFECTIVE FROM AND AFTER ITS PASSAGE AND ADOPTION.

WHEREAS, the Audit Committee met on November 19, 2025, to discuss the need to rebid for Financial Audit Services; and

WHEREAS, the request for proposals was issued on December 22, 2025, two (20) qualified solicitation packets were received, and the Evaluation Team (Audit Committee, Chief Engineer, CFO, and Senior Budget Accountant) completed the evaluation by January 13, 2026; and

WHEREAS, the Finance Department recommends that RFP No. 2026-003 for Financial Audit Services Contract be awarded to Forvis Mazars, LLP.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF TEXAS CITY, TEXAS:

SECTION 1: That the City Commission of the City of Texas City, Texas, hereby RFP No. 2026-003 Financial Audit Services Contract be awarded to Forvis Mazars, LLP in the amount not to exceed \$99,500.00.

SECTION 2: That the Mayor is hereby authorized to enter into a contract with Forvis Mazars, LLP for the respective unit prices bid in **Exhibit "A"** attached hereto and made a part hereof for all intents and purposes.

SECTION 3: That this Resolution shall be in full force and effect from and after its passage and adoption.

PASSED AND ADOPTED this 21st day of January 2026.

Dedrick D. Johnson, Sr., Mayor
City of Texas City, Texas

ATTEST:

APPROVED AS TO FORM:

Rhomari D. Leigh
City Secretary

Kyle L. Dickson
City Attorney

CITY COMMISSION REGULAR MTG

(8) (a)

Meeting Date: 01/21/2026

New Garbage Trucks

Submitted For: Mike Stump, Public Works

Submitted By: Dj Hutchinson, Public Works

Department: Public Works

Information

ACTION REQUEST

Commission approval for the purchase of (2) new International Harvester 20yd rear load garbage trucks from Holt Truck Centers of Texas LLC. for \$432,198.00 utilizing HGAC Contract HT06-20. (See Exhibit A for Contract Price Sheet)

BACKGROUND (Brief Summary)

Summary 1: Capital Replacement- The purchase of a new rear-load garbage truck to replace Peterbilt unit 2NP3LN9X9DM177312, which had reached the end of its reliable service life and was subsequently sold at auction. As a critical asset, the new rear-load garbage truck will ensure operational continuity in maintaining public safety and cleanliness by supporting weekly brush collection and storm debris removal throughout the community. This replacement has been budgeted, and investing in a newer model will ensure continued efficiency, reduce maintenance costs, and enhance our ability to respond promptly to weather-related events and routine service needs.

Summary 2: New Capital- The purchase of a new rear-load garbage truck to create a new collection route to service the increasing population on the west side of Texas City. As a critical asset in our operations, the rear-load garbage truck plays a vital role in maintaining public safety and cleanliness by supporting weekly brush collection and storm debris removal throughout the community. Investing in this new model will ensure continued efficiency, reduce future maintenance costs, and enhance our ability to respond promptly to weather-related events and routine service needs for the expanding area.

RECOMMENDATION

It is the recommendation of the Public Works Department to approve the purchase of equipment for the Sanitation Department.

Fiscal Impact

Funds Available Y/N: Yes

Amount Requested: \$432,198.00

Source of Funds: FY26 Budget

Account #: 602302-55020

Fiscal Impact:

Attachments

Exhibit A



CONTRACT PRICING WORKSHEET
For MOTOR VEHICLES Only

Contract No.:

HT06-20

Date Prepared:

12/26/2025

This Worksheet is prepared by Contractor and given to End User. If a PO is issued, both documents MUST be faxed to H-GAC @ 713-993-4548. Therefore please type or print legibly.

Buying Agency:	CITY OF TEXAS CITY	Contractor:	HOLT TRUCK CENTERS OF TEXAS, LLC
Contact Person:	MICHAEL STUMP	Prepared By:	CARLOS WEEBER
Phone:	409-643-5940	Phone:	713-674-3444
Fax:		Fax:	
Email:	mstump@texascitytx.gov	Email:	carlos.weeber@holttruckcenters.com

Product Code:	F10	Description:	HV607, Conventional Cab, 4x2, SBFA, with NEWAY 20YD REAR LOADER
---------------	-----	--------------	---

A. Product Item Base Unit Price Per Contractor's H-GAC Contract: 74420

B. Published Options - Itemize below - Attach additional sheet(s) if necessary - Include Option Code in description if applicable.
(Note: Published Options are options which were submitted and priced in Contractor's bid.)

Description	Cost	Description	Cost
01CAJ FRAME RAILS 120K PSI	783	16KCA SEAT,DRVR AIR SUSP VINYL	218
01WGS WHEELBASE RANGE 189"	744	16SMH SEAT, 2-MAN PASSENGER W/STORAGE	576
02ARW AXLE, FRT MERITOR 12K	273	16SNP MIRRORS C-LOOP PWR AND HEATED	267
04AZJ AIR BRAKE ABS 4 CHANNEL	210	16XDS TELEMATICS BRACKET	265
04EBS AIR DRYER BENDIX	450	27DWR WHEELS FRT, POLISH ALUM	555
07BLW EXHAUST SYSTEM VERTICAL TAIL	2128	28DWR WHEELS, REAR, POLISH ALUM	1044
08RPT RADIO AM/FM/WB/	368	60AAG BODY INTG, REMOTE PWR MOD 6 SWITCHES	790
08VUM BATTERY BOX ALUM	410	40XZZ SRV CNTRCT EXTEND VEH, 24MO/50K	1080
12EYW ENGINE, CUMMINS L9 300HP, 860 LB-FT TRQ	8197	40YZG SRV CNTRCT, CUM ENG/SFTR 36MO/100K	3590
13BDP ALLISON 3500 RDS, AUTO 6-SPEED	6794	NEWAY REAR TRASH 20YD LOADER	98339
14ARB AXLE, REAR MERITOR 23K, LOCKING DIF	1767	Subtotal From Additional Sheet(s):	
15SGG FUEL TANK 70 GALLON	301	Subtotal B:	129149

C. Unpublished Options - Itemize below / attach additional sheet(s) if necessary.
(Note: Unpublished options are items which were not submitted and priced in Contractor's bid.)

Description	Cost	Description	Cost
UNPUBLISHED TRASH APPLICATION FEATURES	5030		
GOV'T IMPOSED TARIFF CHARGE	7000	Subtotal From Additional Sheet(s):	
		Subtotal C:	12030

Check: Total cost of Unpublished Options (C) cannot exceed 25% of the total of the Base Unit Price plus Published Options (A+B). **For this transaction the percentage is:** 6%

D. Total Cost Before Any Applicable Trade-In / Other Allowances / Discounts (A+B+C)

Quantity Ordered:	2	X Subtotal of A + B + C:	215599	=	Subtotal D:	431198
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E. H-GAC Order Processing Charge (Amount Per Current Policy) **Subtotal E:** 1000

F. Trade-Ins / Special Discounts / Other Allowances / Freight / Installation / Miscellaneous Charges

Description	Cost	Description	Cost
		Subtotal F:	0

Delivery Date: **G. Total Purchase Price (D+E+F):** 432198

RESOLUTION NO. 2026-008

A RESOLUTION APPROVING THE PURCHASE OF TWO (2) REAR LOAD GARBAGE TRUCKS FOR THE SANITATION DEPARTMENT THROUGH HGAC BUY, A LOCAL GOVERNMENT PURCHASING COOPERATIVE PROGRAM; AND PROVIDING THAT THIS RESOLUTION SHALL BECOME EFFECTIVE FROM AND AFTER ITS PASSAGE AND ADOPTION.

WHEREAS, the Texas City Public Works Department requests the approval of purchasing two (2) rear-load garbage trucks for the Sanitation Department; and

WHEREAS, it is the recommendation of the Public Works Department to award the above-mentioned item to Holt Truck Centers of Texas, LLC. through HGAC BUY (Contract No. HT06-20) for the approximate purchase price of \$432,198.00; and

WHEREAS, funds for this purchase are available through the 2025/2026 Fiscal Year Budget.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF TEXAS CITY, TEXAS:

SECTION 1: That the City Commission of the City of Texas City, Texas, hereby approves the purchase of two (2) rear-load garbage trucks for the Sanitation Department from Holt Truck Centers of Texas, LLC. through HGAC BUY (Contract No. HT06-20) for the approximate purchase price of \$432,198.00, as set out on the quote attached hereto as **Exhibit “A”** and made a part hereof for all intents and purposes.

SECTION 2: That this Resolution shall be in full force and effect from and after its passage and adoption.

PASSED AND ADOPTED this 21st day of January 2026.

Dedrick D. Johnson, Sr., Mayor
City of Texas City, Texas

ATTEST:

APPROVED AS TO FORM:

Rhomari D. Leigh
City Secretary

Kyle L. Dickson
City Attorney

CITY COMMISSION REGULAR MTG

(8) (b)

Meeting Date: 01/21/2026

New Golf Cart/Pedestrian Bridge at Bayou Golf Course

Submitted For: Nicole Best, Recreation and Tourism

Submitted By: Dj Hutchinson, Public Works

Department: Public Works

Information

ACTION REQUEST

Commission approval to enter into a contract with Carlson McClain Construction Co., LLC to remove the existing bridge and replace it with a new steel bridge for the amount of \$532,040.000.

BACKGROUND (Brief Summary)

The City of Texas City received nine (9) bids for the above-referenced project. This project involves the removal and replacement of the failing existing pedestrian bridge located within the Texas City's Bayou Golf Course with a 95 linear foot prefabricated bridge. This project also involves the removal and replacement of 300 SY of concrete and asphalt sidewalks, and replacement of a portion of water line and storm sewer. SoCo Properties LLC. was the apparent low bidder for this project. Based on the information provided, SoCo Properties LLC. does not have the minimum experience necessary to meet the bid requirements. As a result, we recommend the bid submitted by SoCo Properties, LLC. not be considered for award. The second-lowest bidder is Carlson McClain Construction Company, LLC. Carlson McClain provided ARKK Engineers with a list of references, proposed subcontractor list, and a list of proposed major suppliers. Carlson McClain has completed multiple projects of similar size and scope including pedestrian bridge repair projects and the construction of structures in marine environments. For more detailed project information and bid tab, (See Exhibit's A and B).

RECOMMENDATION

Based on the above information, Carlson McClain Construction Company, LLC. appears to be a responsible firm that can perform the specified work in a satisfactory manner. We recommend that the City of Texas City award the Golf Course Pedestrian Bridge Replacement Project to Carlson McClain Construction Company, LLC. for a total amount of \$532,040.00.

Fiscal Impact

Funds Available Y/N: Yes

Amount Requested: \$532,040.00

Source of Funds: FY26 Budget

Account #: 602403-55650

Fiscal Impact:

Attachments

Exhibit B
Exhibit B
Resolution

ITEM NO.	ITEM DESCRIPTION	UNIT	QUAN.	SoCo Properties, LLC.		RECOMMENDED BIDDER		MetroCity, LLC.		Mar-Con Services, LLC.		DVL Enterprises, LLC.	
						Carlson McClain Construction							
(A) PAVING & DRAINAGE ITEMS													
1	Storm Water Pollution Prevention Plan (SWPPP), Complete in Place, the Sum of:	LS	1	\$ 4,500.00	\$ 4,500.00	\$ 5,000.00	\$ 5,000.00	\$ 1,500.00	\$ 1,500.00	\$ 3,721.40	\$ 3,721.40	\$ 1,000.00	\$ 1,000.00
2	Demolition, Removal and Disposal of Existing Bridge, Complete in Place, the Sum of:	LS	1	\$ 12,977.00	\$ 12,977.00	\$ 30,000.00	\$ 30,000.00	\$ 26,012.00	\$ 26,012.00	\$ 101,569.60	\$ 101,569.60	\$ 10,000.00	\$ 10,000.00
3	Preparatory Work Related to Bridge Installation, Including Surface/Site Preparation, Concrete Abutments and Retaining Walls with Handrails, Complete in Place, the Sum of:	LS	1	\$ 53,125.00	\$ 53,125.00	\$ 100,000.00	\$ 100,000.00	\$ 130,000.00	\$ 130,000.00	\$ 93,811.20	\$ 93,811.20	\$ 200,000.00	\$ 200,000.00
4	Furnishing and Installing New (95' x 10') Pre-Fabricated Bridge, Complete in Place, the Sum of:	LS	1	\$ 208,125.00	\$ 208,125.00	\$ 222,000.00	\$ 222,000.00	\$ 229,845.00	\$ 229,845.00	\$ 196,404.10	\$ 196,404.10	\$ 185,000.00	\$ 185,000.00
5	Select Fill Borrow as Shown on Plan Drawings . Complete in Place, the Sum of:	CY	740	\$ 15.00	\$ 11,100.00	\$ 30.00	\$ 22,200.00	\$ 37.00	\$ 27,380.00	\$ 37.40	\$ 27,676.00	\$ 30.00	\$ 22,200.00
6	Solid Block Sodding, Complete in Place, the Sum of:	SY	910	\$ 9.50	\$ 8,645.00	\$ 8.00	\$ 7,280.00	\$ 6.00	\$ 5,460.00	\$ 6.90	\$ 6,279.00	\$ 7.00	\$ 6,370.00
7	Remove Existing Sidewalk (All Materials), Complete in Place, the Sum of:	SY	300	\$ 24.00	\$ 7,200.00	\$ 62.00	\$ 18,600.00	\$ 19.00	\$ 5,700.00	\$ 7.90	\$ 2,370.00	\$ 10.00	\$ 3,000.00
8	6" Reinforced Concrete Sidewalk, Complete in Place, the Sum of:	SY	300	\$ 90.00	\$ 27,000.00	\$ 98.00	\$ 29,400.00	\$ 90.00	\$ 27,000.00	\$ 83.90	\$ 25,170.00	\$ 100.00	\$ 30,000.00
9	Remove and Replace Asphalt Sidewalk with 6" Type "D" Asphalt, Complete in Place, the Sum of:	SY	30	\$ 264.00	\$ 7,920.00	\$ 150.00	\$ 4,500.00	\$ 225.00	\$ 6,750.00	\$ 124.70	\$ 3,741.00	\$ 150.00	\$ 4,500.00
10	Remove and Dispose Existing 18" Storm Sewer/Culvert, Complete in Place, the Sum of:	LF	130	\$ 55.00	\$ 7,150.00	\$ 67.00	\$ 8,710.00	\$ 17.00	\$ 2,210.00	\$ 20.30	\$ 2,639.00	\$ 30.00	\$ 3,900.00
11	Remove and Dispose Existing Inlet/Manhole, Complete in Place, the Sum of:	EA	1	\$ 560.00	\$ 560.00	\$ 4,000.00	\$ 4,000.00	\$ 1,000.00	\$ 1,000.00	\$ 589.40	\$ 589.40	\$ 1,000.00	\$ 1,000.00
12	18" Reinforced Concrete Pipe (Rubber Gasket Joints), All Depths, Including Concrete Collar Connections, Complete in Place, the Sum of:	LF	130	\$ 185.00	\$ 24,050.00	\$ 95.00	\$ 12,350.00	\$ 66.00	\$ 8,580.00	\$ 111.30	\$ 14,469.00	\$ 150.00	\$ 19,500.00
13	Materials Testing Allowance, as Directed by the Engineer (Fixed Amount: \$10,000)	CA	1	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
14	Allowance for use by City for General Construction Items as directed by the Engineer (Fixed Amount: \$20,000)	CA	1	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
SUB-TOTAL (A) PAVING & DRAINAGE ITEMS:				\$	402,352.00	\$	494,040.00	\$	501,437.00	\$	508,439.70	\$	516,470.00
(B) WATER LINE ITEMS													
15	4" PVC C-900, Class 235 (DR 18) Waterline, All Depths, Including Removal of Existing Water Line, Complete in Place, the Sum of:	LF	98	\$ 59.00	\$ 5,782.00	\$ 40.00	\$ 3,920.00	\$ 94.00	\$ 9,212.00	\$ 54.10	\$ 5,301.80	\$ 100.00	\$ 9,800.00
16	4" Welded Steel Water Line, Including Attachment to the Bridge and Concrete Foundation, Coatings, and Removal of Existing Water Line, Complete in Place, the Sum of:	LF	132	\$ 87.00	\$ 11,484.00	\$ 140.00	\$ 18,480.00	\$ 127.00	\$ 16,764.00	\$ 164.20	\$ 21,674.40	\$ 200.00	\$ 26,400.00
17	4" Wet Connection, Including Coupling and Appurtenances, Complete in Place, the Sum of:	EA	2	\$ 738.00	\$ 1,476.00	\$ 4,500.00	\$ 9,000.00	\$ 667.00	\$ 1,334.00	\$ 1,039.10	\$ 2,078.20	\$ 1,000.00	\$ 2,000.00
18	4" Cut, Plug and Abandon Existing Waterline, Complete in Place, the Sum of:	EA	2	\$ 782.00	\$ 1,564.00	\$ 400.00	\$ 800.00	\$ 1,328.00	\$ 2,656.00	\$ 881.60	\$ 1,763.20	\$ 1,000.00	\$ 2,000.00
19	Bell/Flange Adapter Transition with Insulated Joint Kit, Complete in Place, the Sum of:	EA	2	\$ 3,544.00	\$ 7,088.00	\$ 400.00	\$ 800.00	\$ 2,132.00	\$ 4,264.00	\$ 954.80	\$ 1,909.60	\$ 750.00	\$ 1,500.00
20	Adjust Water Valve Box to Grade, Complete in Place, the Sum of:	EA	1	\$ 1,856.00	\$ 1,856.00	\$ 500.00	\$ 500.00	\$ 450.00	\$ 450.00	\$ 159.70	\$ 159.70	\$ 500.00	\$ 500.00
SUB-TOTAL (B) WATER LINE ITEMS:				\$	29,250.00	\$	33,500.00	\$	34,680.00	\$	32,886.90	\$	42,200.00
(C) SUPPLEMENTAL ITEMS													
21	Install extra cement stabilized sand backfill, complete in place the sum of:	C.Y.	100	\$ 25.00	\$ 2,500.00	\$ 25.00	\$ 2,500.00	\$ 25.00	\$ 2,500.00	\$ 25.00	\$ 2,500.00	\$ 25.00	\$ 2,500.00
22	Install extra bank sand backfill, complete in place the sum of:	C.Y.	100	\$ 20.00	\$ 2,000.00	\$ 20.00	\$ 2,000.00	\$ 25.00	\$ 2,500.00	\$ 20.00	\$ 2,000.00	\$ 20.00	\$ 2,000.00
SUB-TOTAL (C) SUPPLEMENTAL ITEMS:				\$	4,500.00	\$	4,500.00	\$	5,000.00	\$	4,500.00	\$	4,500.00
TOTAL BASE BID ITEMS + SUPPLEMENTAL ITEMS:				\$	436,102.00	\$	532,040.00	\$	541,117.00	\$	545,826.60	\$	563,170.00
MATHEMATICAL ERROR CORRECTED BY ENGINEER													

ITEM NO.	ITEM DESCRIPTION	UNIT	QUAN.	Lucas Construction Co.		Clearfield Construction		MB Western Construction Co.		C.E. Barker, LTD.		
(A) PAVING & DRAINAGE ITEMS												
1	Storm Water Pollution Prevention Plan (SWPPP), Complete in Place, the Sum of:	LS	1	\$ 3,000.00	\$ 3,000.00	\$ 10,842.00	\$ 10,842.00	\$ 7,380.00	\$ 7,380.00	\$ 7,395.00	\$ 7,395.00	
2	Demolition, Removal and Disposal of Existing Bridge, Complete in Place, the Sum of:	LS	1	\$ 5,000.00	\$ 5,000.00	\$ 30,808.00	\$ 30,808.00	\$ 30,750.00	\$ 30,750.00	\$ 22,185.00	\$ 22,185.00	
3	Preparatory Work Related to Bridge Installation, Including Surface/Site Preparation, Concrete Abutments and Retaining Walls with Handrails, Complete in Place, the Sum of:	LS	1	\$ 280,000.00	\$ 280,000.00	\$ 148,193.00	\$ 148,193.00	\$ 178,350.00	\$ 178,350.00	\$ 314,153.05	\$ 314,153.05	
4	Furnishing and Installing New (95' x 10') Pre-Fabricated Bridge, Complete in Place, the Sum of:	LS	1	\$ 186,000.00	\$ 186,000.00	\$ 253,000.00	\$ 253,000.00	\$ 276,585.00	\$ 276,585.00	\$ 313,252.20	\$ 313,252.20	
5	Select Fill Borrow as Shown on Plan Drawings , Complete in Place, the Sum of:	CY	740	\$ 43.00	\$ 31,820.00	\$ 38.00	\$ 28,120.00	\$ 55.40	\$ 40,996.00	\$ 45.11	\$ 33,381.40	
6	Solid Block Sodding, Complete in Place, the Sum of:	SY	910	\$ 9.00	\$ 8,190.00	\$ 36.00	\$ 32,760.00	\$ 11.10	\$ 10,101.00	\$ 7.40	\$ 6,734.00	
7	Remove Existing Sidewalk (All Materials), Complete in Place, the Sum of:	SY	300	\$ 21.00	\$ 6,300.00	\$ 56.00	\$ 16,800.00	\$ 24.60	\$ 7,380.00	\$ 21.02	\$ 6,306.00	
8	6" Reinforced Concrete Sidewalk, Complete in Place, the Sum of:	SY	300	\$ 92.00	\$ 27,600.00	\$ 202.00	\$ 60,600.00	\$ 104.60	\$ 31,380.00	\$ 101.68	\$ 30,504.00	
9	Remove and Replace Asphalt Sidewalk with 6" Type "D" Asphalt, Complete in Place, the Sum of:	SY	30	\$ 64.00	\$ 1,920.00	\$ 643.00	\$ 19,290.00	\$ 104.60	\$ 3,138.00	\$ 517.65	\$ 15,529.50	
10	Remove and Dispose Existing 18" Storm Sewer/Culvert, Complete in Place, the Sum of:	LF	130	\$ 20.00	\$ 2,600.00	\$ 32.00	\$ 4,160.00	\$ 67.70	\$ 8,801.00	\$ 33.28	\$ 4,326.40	
11	Remove and Dispose Existing Inlet/Manhole, Complete in Place, the Sum of:	EA	1	\$ 700.00	\$ 700.00	\$ 5,327.00	\$ 5,327.00	\$ 2,460.00	\$ 2,460.00	\$ 517.65	\$ 517.65	
12	18" Reinforced Concrete Pipe (Rubber Gasket Joints), All Depths, Including Concrete Collar Connections, Complete in Place, the Sum of:	LF	130	\$ 118.00	\$ 15,340.00	\$ 145.00	\$ 18,850.00	\$ 141.50	\$ 18,395.00	\$ 139.85	\$ 18,180.50	
13	Materials Testing Allowance, as Directed by the Engineer (Fixed Amount: \$10,000)	CA	1	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	
14	Allowance for use by City for General Construction Items as directed by the Engineer (Fixed Amount: \$20,000)	CA	1	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	
SUB-TOTAL (A) PAVING & DRAINAGE ITEMS:				\$ 598,470.00	\$ 598,470.00	\$ 658,750.00	\$ 658,750.00	\$ 645,716.00	\$ 645,716.00	\$ 802,464.70	\$ 802,464.70	
(B) WATER LINE ITEMS												
15	4" PVC C-900, Class 235 (DR 18) Waterline, All Depths, Including Removal of Existing Water Line, Complete in Place, the Sum of:	LF	98	\$ 120.00	\$ 11,760.00	\$ 127.00	\$ 12,446.00	\$ 120.90	\$ 11,848.20	\$ 93.27	\$ 9,140.46	
16	4" Welded Steel Water Line, Including Attachment to the Bridge and Concrete Foundation, Coatings, and Removal of Existing Water Line, Complete in Place, the Sum of:	LF	132	\$ 280.00	\$ 36,960.00	\$ 239.00	\$ 31,548.00	\$ 799.50	\$ 105,534.00	\$ 154.47	\$ 20,390.04	
17	4" Wet Connection, Including Coupling and Appurtenances, Complete in Place, the Sum of:	EA	2	\$ 2,000.00	\$ 4,000.00	\$ 2,598.00	\$ 5,196.00	\$ 3,075.00	\$ 6,150.00	\$ 4,215.30	\$ 8,430.60	
18	4" Cut, Plug and Abandon Existing Waterline, Complete in Place, the Sum of:	EA	2	\$ 500.00	\$ 1,000.00	\$ 3,829.00	\$ 7,658.00	\$ 2,460.00	\$ 4,920.00	\$ 970.59	\$ 1,941.18	
19	Bell/Flange Adapter Transition with Insulated Joint Kit, Complete in Place, the Sum of:	EA	2	\$ 1,000.00	\$ 2,000.00	\$ 4,709.00	\$ 9,418.00	\$ 1,845.00	\$ 3,690.00	\$ 2,820.60	\$ 5,641.20	
20	Adjust Water Valve Box to Grade, Complete in Place, the Sum of:	EA	1	\$ 200.00	\$ 200.00	\$ 1,644.00	\$ 1,644.00	\$ 1,107.00	\$ 1,107.00	\$ 517.65	\$ 517.65	
SUB-TOTAL (B) WATER LINE ITEMS:				\$ 55,920.00	\$ 55,920.00	\$ 67,910.00	\$ 67,910.00	\$ 133,249.20	\$ 133,249.20	\$ 46,061.13	\$ 46,061.13	
(C) SUPPLEMENTAL ITEMS												
21	Install extra cement stabilized sand backfill, complete in place the sum of:	C.Y.	100	\$ 60.00	\$ 6,000.00	\$ 320.00	\$ 32,000.00	\$ 129.20	\$ 12,920.00	\$ 118.32	\$ 11,832.00	
22	Install extra bank sand backfill, complete in place the sum of:	C.Y.	100	\$ 35.00	\$ 3,500.00	\$ 200.00	\$ 20,000.00	\$ 80.00	\$ 8,000.00	\$ 66.56	\$ 6,656.00	
SUB-TOTAL (C) SUPPLEMENTAL ITEMS:				\$ 9,500.00	\$ 9,500.00	\$ 52,000.00	\$ 52,000.00	\$ 20,920.00	\$ 20,920.00	\$ 18,488.00	\$ 18,488.00	
TOTAL BASE BID ITEMS + SUPPLEMENTAL ITEMS:				\$ 663,890.00	\$ 663,890.00	\$ 778,660.00	\$ 778,660.00	\$ 799,885.20	\$ 799,885.20	\$ 867,013.83	\$ 867,013.83	
MATHEMATICAL ERROR CORRECTED BY ENGINEER												



January 9, 2026

Mr. Jack Haralson
Director of Public Works
City of Texas City
7800 Emmett F. Lowry Expressway
Texas City, Texas 77591

Re: **Letter of Recommendation for the Golf Course Pedestrian Bridge Replacement Project
BID #2026-001**
City of Texas City
ARKK Job No. 25-004

Dear Mr. Haralson:

On October 29, 2025, the City of Texas City received nine (9) bids for the above referenced project. This project involves the removal and replacement of the existing pedestrian bridge located within the Texas City's Bayou Golf Course with a 95 linear foot prefabricated bridge. This project also involves the removal and replacement of 300 SY of concrete and asphalt sidewalks, and replacement of a portion of water line and storm sewer.

Bid Tabulation Sheet – Nine (9) construction firms participated in the bidding process. The bids were checked for mathematical errors and/or bid irregularities.

<u>Bidder</u>	<u>Total Amount</u>
SoCo Properties, LLC	\$436,102.00
Carlson McClain Construction Company, LLC.	\$532,040.00
MetroCity, LLC.	\$541,117.00
Mar-Con Services, LLC.	\$545,826.60
DVL Enterprises, LLC.	\$563,170.00
Lucas Construction Company, Inc.	\$663,890.00
Clearfield Construction	\$778,660.00
MB Western Construction Co.	\$799,885.20
CE Barker, LTD.	\$867,013.83

Qualifications and References – Upon receipt of the bids, ARKK’s staff evaluated the qualifications of bidders and review of past performance.

SoCo Properties LLC. was the apparent low bidder for this project. Based on the information provided, SoCo Properties LLC. does not have the minimum experience necessary to meet the bid requirements. This is because:

- a. The contractor is required to have experience with completing ten (10) projects of similar nature. The qualifications provided do not list similar project experience comparable to this project.
- b. The qualifications provided also do not indicate sufficient manpower and available equipment to perform the work as the General Contractor.

As a result, we recommend the bid submitted by SoCo Properties, LLC. be not be considered for award.

The second lowest bidder is Carlson McClain Construction Company, LLC. Carlson McClain provided ARKK Engineers with a list of references, proposed subcontractor list, and a list of proposed major suppliers. Carlson McClain has completed multiple projects of similar size and scope including pedestrian bridge repair projects and the construction of structures in marine environments.

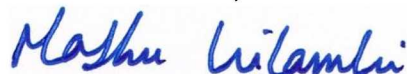
Carlson McClain Construction has also recently completed the **Sheet Pile Replacement Project at Pump Stations ‘A’ & ‘B’ (GLO Contract No. 22-085-017-D253)** for the City of Texas City; and are currently working on the **34th Street Ditch Improvements Project (GLO Contract No. 22-085-017-D253)** for the City. Carlson McClain Construction has completed the work satisfactorily and City Staff is pleased with the work.

Based on the above, **Carlson McClain Construction Company, LLC.** appears to be a responsible firm that can perform the specified work in a satisfactory manner. We recommend that the City of Texas City award the **Golf Course Pedestrian Bridge Replacement Project to Carlson McClain Construction Company, LLC. for a total amount of \$532,040.00.**

If you have any questions, please contact me.

Sincerely,

ARKK ENGINEERS, LLC



Mr. Madhu Kilambi, P.E.

Senior Project Manager

RESOLUTION NO. 2026-009

A RESOLUTION AWARDED BID NO. 2026-001 GOLF COURSE PEDESTRIAN BRIDGE REPLACEMENT PROJECT AND ENTER INTO A CONTRACT WITH CARLSON MCCLAIN CONSTRUCTION COMPANY, LLC; AND PROVIDING THAT THIS RESOLUTION SHALL BECOME EFFECTIVE FROM AND AFTER ITS PASSAGE AND ADOPTION.

WHEREAS, packets were made available to local area vendors for Bid No. 2026-001 to remove and replace the existing pedestrian bridge located in the Texas City's Bayou Golf Course with a 95 linear foot prefabricated bridge; and

WHEREAS, nine (9) proposals were received, and it is the recommendation of staff that the proposal be awarded to the second-lowest bidder, Carlson McClain Construction Company, LLC; and

WHEREAS, SoCo Properties LLC. was the apparent low bidder for this project. Based on the information provided, SoCo Properties LLC. does not have the minimum experience necessary to meet the bid requirements; and

WHEREAS, Carlson McClain Construction Company, LLC., appears to be a responsible firm that can perform the specified work in a satisfactory manner. We recommend that the City of Texas City award the Golf Course Pedestrian Bridge Replacement Project to Carlson McClain Construction Company, LLC., for a total bid amount of \$532,040.00.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF TEXAS CITY, TEXAS:

SECTION 1: That the City Commission award Bid No. 2026-001 to remove and replace the existing pedestrian bridge located in the Texas City's Bayou Golf Course with a 95 linear foot prefabricated bridge to Carlson McClain Construction Company, LLC.

SECTION 2: That the Mayor is hereby authorized to enter an annual contract with Carlson McClain Construction Company, LLC, for the proposal attached hereto as **Exhibit "A."**

SECTION 3: That this Resolution shall be in full force and effect from and after its passage and adoption.

PASSED AND ADOPTED this 21st day of January 2026.

Dedrick D. Johnson, Sr., Mayor
City of Texas City, Texas

ATTEST:

APPROVED AS TO FORM:

Rhomari D. Leigh
City Secretary

Kyle L. Dickson
City Attorney