



ADDENDUM NO. I

SUBJECT: Request for Proposals - 2024 On-Call Environmental Remediation and Disposal Services

RFP#: 2024-153

FROM: Jonathan Miranda, Procurement Administrator

DATE: August 29, 2024

THIS NOTICE SHALL SERVE AS ADDENDUM NO. I – TO THE ABOVE REFERENCED REQUEST FOR PROPOSALS

This addendum is separated into sections for convenience; however, all Respondents, and other parties shall be responsible for reading the entire addendum. The failure to list an item or items in all affected sections of this addendum does not relieve any party affected from performing as per instructions, providing that the information is set forth one time any place in this addendum. These documents shall be attached to and become part of the Contract Documents for this project. The Respondent shall be required to acknowledge the receipt of this addendum.

1. The following changes and/or additions to the Contract Documents, via this addendum, shall apply to submittals made for and to the execution of the various parts of the work affected thereby.
2. Careful note of the addendum shall be taken by all interested parties and all trades affected shall be fully advised in their performance of the work involved.

GENERAL INFORMATION:

1. Pre-Submittal Conference Presentation is attached.
2. Pre-Submittal Conference Sign-In Sheet is attached.
3. Solicitation and Committee Information – 2024 On-Call Environmental Remediation and Disposal Services is revised.

CHANGES TO RFP:

1. Section III – Schedule of Events
 - a. Delete: Deadline for Submission of Written Questions: August 28, 2024, at 4:00 p.m. CT
Replace: Deadline for Submission of Written Questions: August 30, 2024, at 4:00 p.m. CT

REVISIONS TO DOCUMENTS:

1. Form 7 – Local Preference Program Identification Form.
 - a. Delete: “SOLICITATION NAME/NUMBER: 2024 On-Call Environmental Remediation and Disposal Services; RFP: 2024-058.”
Replace: “SOLICITATION NAME/NUMBER: 2024 On-Call Environmental Remediation and Disposal Services; RFP: 2024-153.”

Finance Department, Procurement Division

2. Form 8 – Veteran-Owned Small Business Program Tracking Form.

- a. Delete: “SOLICITATION NAME/NUMBER: 2024 On-Call Environmental Remediation and Disposal Service; 2024-058.”
Replace: “SOLICITATION NAME/NUMBER: 2024 On-Call Environmental Remediation and Disposal Service; 2024-153.”

END OF ADDENDUM No. 1

DocuSigned by:

Jonathan Miranda

Jonathan Miranda, MSJ
Procurement Administrator
Finance Department – Procurement Division

**Request for Proposal
Pre-Submittal Meeting for the
2024 On-Call Environmental Remediation
and Disposal Services**



RFP# 2024-153

Wednesday, August 21, 2024

Sign-In Instructions



Everyone attending today's conference **is highly encouraged** to scan the QR Code with your phone/tablet or click/type the URL link on your computer and complete the Sign-In Form.

All information provided by you on this form may be posted on the City's website, or otherwise disseminated publicly. By including this information, you hereby affirmatively consent to the release of the information you provide.

By signing in, this will confirm your attendance for today's meeting. If you do not complete the form, your information will not be added to the sign in sheet and may miss critical updates should the City need to release notifications. The QR code will not be available after the meeting.



Sign-In Form: <https://forms.office.com/g/Xs0aMRzkcc?origin=lprLink>

Introductions



City Staff Only:

We will begin with City staff introductions who are attending today's meeting.

**PLEASE HOLD ALL QUESTIONS UNTIL THE END
OF THE PRE-SUBMITTAL CONFERENCE.**

High Profile Solicitation



This solicitation has been identified as High-Profile.

Notice Regarding Prohibition on Campaign or Officeholder Contributions for Individuals and Entities Seeking High-Profile Contracts. Under Section 2-309 of the Municipal Campaign Finance Code, there are prohibitions on making a campaign or officeholder contribution to any member of City Council, candidate for City Council or political action committee that contributes to City Council elections **beginning on the *10th business day after a contract solicitation has been released through the 30th calendar day following the approval by City Council (“blackout” period).**

A high-profile contract cannot be awarded to the individual or entity if a prohibited contribution was made by any of these individuals during the “blackout” period.

For this solicitation, the first-day contributions are prohibited is **Monday, August 26, 2024.*

The first day contributions may be made is the 31st day after the contract is approved at a City Council “A” Session.

Please refer to the Cover Page of solicitation for additional details.



Solicitation Background

The City of San Antonio (City), Public Works (PW) Department, is seeking proposals from qualified firms to perform environmental remediation and disposal activities for various City projects in various locations. This On-Call Contract will use Indefinite Delivery Orders (IDO) and Indefinite Delivery Quantities (IDQ) to respond to and perform environmental remediation related activities. The services to be provided will be used on an as-needed basis.

The City intends to award up to 3 contracts as a result of this solicitation.

The initial term is for three (3) years with two (2), one-year options to renew.

Scope of Services



Work to be performed under this Contract will consist of excavation, removal, remediation, loading, transportation and disposal of impacted soils and/or water; removal of USTs and ASTs; removal and disposal of their contents; removal of oil/water separators; demolition of underground concrete structures (oil/water separators, hydraulic lifts, concrete USTs, etc.), removal, cleaning and disposal of hydraulic lifts; pumping and disposal of contaminated water; temporary fencing areas of construction, etc. The contaminants that have the potential to be present in the media include, but are not limited to Texas 11 heavy metals, semi-volatile organic compound (SVOC), volatile organic compounds (VOCs), Total Petroleum Hydrocarbons (TPH), polycyclic aromatic hydrocarbons (PAHs), Polychlorinated biphenyls (PCBs), per- and polyfluoroalkyl substances (PFAS), Asbestos Cement Pipe (AC), etc. Other work may include backfilling excavations, stockpiling, sorting materials, waste removal, waste characterization, recycling of construction debris, and disposal of construction/waste debris, industrial waste, hazardous waste, toxic waste, transite pipe (asbestos cement pipe), and petroleum impacted waste and liquid wastes. City in some instances, may provide project-specific laboratory analytical data of the media to be handled; but selected Contractor shall have the capability of performing sampling, if required.



Submission Instructions

Online submission will be utilized via Civcast at: www.civcastusa.com/bids

- Solicitation was released on August 12, 2024; and is due on Friday, September 13, 2024, at 2:00 P.M. CT.
- **Hard or emailed copies of proposals will not be accepted.**
- Utilize the Table of Contents/Submittal Checklist to ensure tabs and forms are in the identified order listed in solicitation.
- Keep submittal relevant to project.
- Company/Firm legal name must match the Texas Secretary of State website listing.
- **Respondents are strongly encouraged to submit their proposals electronically well in advance of the submission deadline to avoid any last-minute challenges.**

Restriction of Communications



- No communication with 1) City Officials from the release of the solicitation until the contract is posted for consideration as an “A Session” agenda item and 2) City Staff from the release of the solicitation until Contract Award except:
 - Questions at today’s pre-submittal conference;
 - Disadvantaged Business Enterprise (DBE) Program office can be reached until the submittal deadline
 - Submit written questions by 4:00 p.m. CT, August 30, 2024.
- Failure to adhere to the restrictions on communications policy may lead to disqualification of Respondent’s submittal from consideration.
- City staff can reach out to Respondents to clarify documents submitted and to begin negotiations once evaluation is completed, if applicable.

Solicitation Document Requirements



TAB	TITLE	DESCRIPTION
1	Submittal Checklist and Table of Contents (Form 1)	Ensure all required information is in correct order.
2	Executive Summary	One (1) page summary stating relevant information of your firm.
3	Contract Template & General Conditions Review	<u>Must</u> provide written acknowledgment that Respondent accepts the terms, conditions and requirements of the City's General Conditions.
4	Letter of References	Maximum of 5 letters.
	Statement of Qualifications	<u>Must</u> provide a narrative document addressing all evaluation criteria and project defined in this solicitation.

Evaluation Criteria



A: Experience, Background, Qualifications of Firm, Key Personnel, and Key Sub-Consultants (35 points)

TAB	TITLE	DESCRIPTION
5	Experience	Respondent's qualifications relating to scope.
6	Project Sheets	Maximum of 5 project sheets.
7	Proposed Key Personnel/Organizational Chart	Organizational Chart of proposed team.
8	Resumes	One-page Resumes of key team members.
9	Experience with Green Building and Sustainability Practices	Describe experience with green building practices and any green certifications/specialist training.

Evaluation Criteria



B: Understanding of the Project and Proposed Management Plan (30 points)

TAB	TITLE	DESCRIPTION
10	Contract Understanding	Understanding the primary objectives of the project. Constraints and technical challenges.
11	Construction Management Plan	Project management approach. Approach to Quality Control/Assurance.
12	Commitment to Green Building and Sustainability Initiatives, Practices, and Implementation	Commitment to Green and Sustainability Initiatives and Practices and how they will be incorporated.

Evaluation Criteria



C: Experience with the San Antonio Region & Past Performance (20 points)

TAB	TITLE	DESCRIPTION
13	Experience with the San Antonio Region & Past Performance	Narrative form. Work in San Antonio or surrounding area in past 5 years. Reference projects listed in the project sheets. Describe the teams experience in the areas listed in the solicitation. A portion of the scoring for this section may be based on the City's Consultants' Scorecard.

Evaluation Criteria



D: Price Proposal (15 points)

Criteria	TITLE	DESCRIPTION
D	Price Proposal	Respondent's must enter Price Proposal in the Bid Form section of CivCast https://www.civcastusa.com/bids .

The submitted Price Proposal reflecting the lowest price total including the base proposal, allowances (if any) and all alternates (if any) will receive the maximum fifteen (15) points. Refer to formula and example listed below:

Formula: $\text{Lowest price proposal} / \text{Firm's price proposal} \times 15 \text{ points} = \text{Score}$

Evaluation Criteria Summary



Evaluation Criteria Summary	Maximum Points
A. Experience, Background, Qualifications of Respondent, Key Personnel, and Key Sub-Consultants	35
B. Understanding of the Project and Proposed Management Plan	30
C. Experience with the San Antonio Region & Past Performance	20
D. Price Proposal	15
Total Maximum	100 Points

Required Uploads



Upload each Document Individually

Submittal Cover/Signature Sheet (Form 2)
SOS Filing Number and SAMS Unique Entity ID and/or CAGE number

Contracts Disclosure Form (Form 3)
<https://www.sanantonio.gov/portals/0/files/clerk/ethics/ContractsDisclosure.pdf>

Litigation Disclosure Form (Form 4)

Disadvantage Business Enterprise (DBE) Program Good Faith Effort Plan (Form 5)

Disadvantaged Business Enterprise (DBE) Program Commitment Agreement Form (Form 6)

Local Preference Program (LPP) Tracking Form (Form 7)

Veteran-Owned Small Business Program Tracking Form (VOSB) (Form 8)

Heat Illness Prevention Acknowledgment Form (Form 9)

Proof of Insurability

Certificate of Interested Parties Form (Form 1295)
www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm

DBE Presentation

Disadvantaged Business Enterprise (DBE) Program

DBE Program Objectives

- **Public Works DBE Program was in accordance with the Texas Department of Transportation (TXDOT)**
 - **Ensures Public Works complies with 49 CFR**
 - **Remedy past and current discrimination against Disadvantaged businesses**
 - **Ensure non-discrimination in the award of DOT and locally funded contracts**
 - **Create a level playing field where DBEs can compete fairly on federally assisted contracts**
 - **Assist the development of firms that can compete successfully in the contracting arena outside the DBE program**

DBE Program Objectives

- **Project is in part funded by Federal Funds and is subject to 49 CFR Part 26 and USDOT DBE Program**
- **Form 6 – DBE Commitment Form - All Submitters must provide at the time of submittal. Failure to submit = Non-Responsive**
- **Documentation of DBE Outreach Efforts - Successful Submitter must provide within 10 days following the award of contract, along with the related supporting documentation.**
- **DBE Certification – Registered with South Central Texas Certification Agency or Texas Department of Transportation (TXDOT)**
- **DBE Goal – Can be met or exceeded by Prime being certified DBE or through DBE Subcontractors**

Commercially Useful Function (CUF)

A DBE performs a Commercially Useful Function (CUF) when it is responsible for the execution of the work of the contract and is carrying out its responsibilities by actually:

- **Performing**
- **Managing**
- **Supervising the work involved**

CUF with respect to materials and supplies used on the contract for:

- **Negotiating price**
- **Determining quality and quantity**
- **Ordering the material**
- **Installing and paying for the material itself**

GOAL CREDIT & COUNTING



Commercial Useful Function (CUF)

- **The DBE must be performing a CUF**
- **Credit is only counted if the prime has paid the DBE for the work performed**
- **No credit will be given for any materials , supplies, or equipment the DBE obtains from the prime or the prime's affiliates**
- **If a CUF is not performed, goal credit will be denied**

GOOD FAITH EFFORTS (GFE)

- **A Contractor who cannot meet the Contract goal, in whole or in part, must make adequate good faith efforts to obtain DBE participation as stated and defined in 49 CFR Part 26, Appendix A**
- **A GFE evaluation begins with the amount of work made available**
- **Quality of Efforts**
 - **Is the prime actively and aggressively trying to meet the goal**
 - **Soliciting the participation of DBEs**
 - **Providing interested DBEs with plans, specifications, and contract requirements**
 - **Assisting interested DBEs in obtaining bonding, lines of credit, or insurance as required by the contract**
 - **Effectively using the services of available Minority/Women contractor's groups**



Public Works DBE Program

**Point Of Contact:
Courtney McClure
(210) 207-4633
courtney.mcclure@sanantonio.gov**

Conflict of Interest Questionnaire



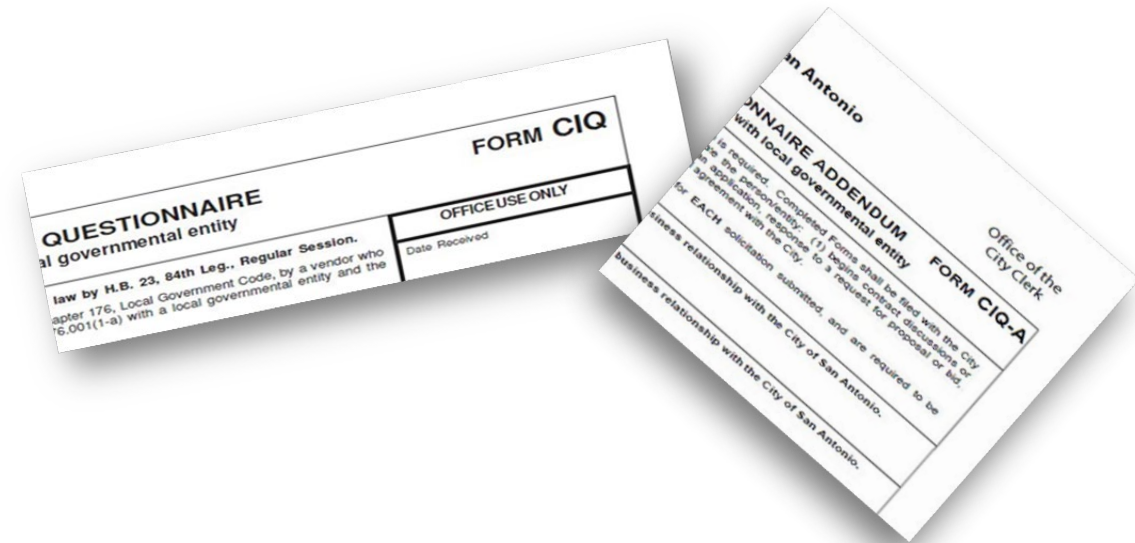
*Completed CIQ and CIQ-A Forms shall be filed with the Office of the City Clerk not later than the 7th business day after the date the vendor becomes aware of facts that require the statement to be filed. **City only requires Prime Firms to submit the CIQ and CIQ-A forms.***

Do not include these forms with your proposal. The Procurement Division will not deliver the forms to the City Clerk for you.

CIQ: <https://www.ethics.state.tx.us/forms/conflict/>

CIQ-A:

<https://www.sanantonio.gov/Portals/0/Files/Ethics/0CC-CIQ-Addendum.pdf>



Completed forms must be mailed to:
Office of the City Clerk, P.O. Box 839966, San Antonio, TX. 78283-3966

Schedule of Events



SOLICITATION



August / September 2024

- August 12th; RFP Released
- August 21, 2024; at 10:00 AM CT: Pre-Submittal Conference
- August 30, 2024; at 4:00 PM CT: Final Questions Accepted

POST SOLICITATION



September / October 2024

- September 13, 2024; at 2:00 PM CT: Submittals Due
- October; Evaluation Process

FINALIZATION



December 2024 / January 2025

- December / January; Anticipated City Council Consideration

Addendums to Solicitation

- Changes and responses to questions received, in compliance with Restriction on Communications, will be posted as part of an addendum. It is Respondent's responsibility to review and ascertain whether addendums or revisions have been made prior to submission of a proposal. No oral statement of any person shall modify or otherwise change, or affect the terms, conditions, or specifications stated in the solicitation. Changes, if any, shall be made in writing only.
- **Respondent must confirm receipt of all amendments/addenda.**
- It is Respondent's responsibility to review site and ascertain whether addenda or revisions have been made prior to submission of a proposal.

Award of Contract

- Contract documents are not binding until approved at City Council.
- No work shall commence until City signs the contract documents and Respondent provides the necessary evidence of insurance and bonds as required.
- Final approval of the selected firm(s) is subject to the action of the San Antonio City Council.
- Selected firm(s) awarded a contract(s) will need to complete registration with the Texas Secretary of State and Texas Comptroller of Public Accounts prior to award of the contract.

Reminders - CIVCAST

- Today's Pre-Submittal Presentation will be released through the portal/site.
- Failure to adhere to the Restrictions on Communications may deem your submittal non-responsive.
- Submit written questions by question deadline 4:00 PM CT, August 30, 2024.
- Submissions must be uploaded by 2:00 PM CT, September 13, 2024.

Please remember to click the “Submit Bid” button. If not, your bid will not be received by the City. LATE PROPOSALS WILL NOT BE ACCEPTED. Failure to properly click SUBMIT will not be grounds for acceptance of late proposal.

QUESTIONS?





Thank You
Reminder to Sign-In

Sign-In Form: <https://forms.office.com/g/Xs0aMRzkcc?origin=lprLink>





Pre-Submittal Meeting for the
2024 On-Call Environmental Remediation and Disposal Services
RFP: 2024-153

Wednesday, August 21, 2024
10:00AM CT

Full name	Company Name	E-mail	Phone #
Alex Fisch	Republic Services	Afisch@republicservices.com	(726) 210-2178
Leticia Arzate	City of San Antonio	Leticia.Arzate@sanantonio.gov	(210) 207-1408
Ron Daerr	Republic Services	Rdaerr@republicservices.com	(323) 559-8392
Jose Melecio	Republic Services	Jmelecio@republicservices.com	(210) 896-9825
Gilbert Valdez	Republic Services	Gvaldez@republicservices.com	(210) 789-6271
Courtney McClure	City of San Antonio	courtney.mcclure@sanantonio.gov	(210) 207-4633
Benjamin Romines	Lone Star Hazmat Response LLC	benjaminromines@yahoo.com	(903) 531-0000

ADVERTISEMENT INFORMATION ONLY

Solicitation Type and Name: **Request for Proposals – On-Call Environmental Remediation and Disposal Services**

Solicitation Number: RFP 2024-153

Description: The City of San Antonio (City), Public Works (PW) Department, is seeking proposals from qualified firms to perform environmental remediation and disposal activities for various City projects in various locations. Typical work to be performed under this Contract will consist of excavation, removal, remediation, temporary storage, loading, transportation and disposal of impacted soils and/or water; removal, transportation and disposal of hazardous and non-hazardous liquid and solid waste; removal of Underground Storage Tanks (USTs) and Aboveground Storage Tanks (ASTs), including removal and disposal of their contents; removal of oil/water separators, including removal and disposal of their contents; removal, cleaning and disposal of hydraulic lifts; pumping, temporary storage and disposal of contaminated water; temporary fencing areas of construction, etc. Contractors interested in performing these services must submit a proposal in accordance with the following minimum requirements contained in this document. Responses must follow the order and sequence as set out in Section V, Document Requirements, of this document.

Applicable Product Categories:
92678 – Remediation Services/Environmental
91244 – Excavation Services

Date Issued: August 12, 2024

Due Date & Time: September 13, 2024, 2:00 p.m. Central Time

Pre-Submittal Conference: Pre-Submittal Conference will be held at 10:00 a.m., Central Time, on August 21, 2024, via WebEx.

Respondents may call the toll-free number listed below and enter access code to participate the day of the conference.

Dial-In Number: 1-415-655-0001 | **Access Code:** 2633 777 4973 | **Meeting Password:** COSA24

Join from the meeting link:

<https://sanantonio.webex.com/sanantonio/j.php?MTID=mede7afa16a5d576bf9e388f032855309>

Staff Contact Person: Jorge D Figueroa, Procurement Specialist III, Jorge.Figueroa@sanantonio.gov



Evaluation Committee Voting Members:

John Peterek, Assistant City Manager, City Manager’s Office
Luis Maltos, Assistant Director, Public Works Department
John Cantu, Environmental Manager, Public Works Department
Leticia Arzate, Senior Environmental Project Manager, Public Works Department
Daniel Ajuntas, District Manager, Solid Waste Department
Crystal Spangler, Environmental Analyst, CPS Energy

Pursuant to Section 011 – Restriction on Communications and in accordance with and as authorized by Section 2-61 of the City Code, the following restrictions on communications apply to this solicitation: Respondents are prohibited from contacting 1) City officials, as defined by §2-62 of the City Code of the City of San Antonio, regarding the RFP or proposal from the time the RFP has been released until the contract is posted for consideration as an agenda item during a meeting designated as an A session; and 2) City employees from the time the RFP has been released until the contract is approved at a City Council “A” session.

Exceptions to the Restrictions on Communications:

Respondents may submit written questions concerning this RFP to the Staff Contact Person listed below until **4:00 p.m., Central Time, on August 30, 2024**. Questions received after the stated deadline will not be answered. All questions shall be sent by e-mail. Questions submitted and the City’s responses will be posted with this solicitation.

Jorge D Figueroa, Procurement Specialist III
City of San Antonio, Finance Department – Procurement Division
Jorge.Figueroa@sanantonio.gov

To view this solicitation, go to <https://www.civcastusa.com/bids> and search under SAP Project ID number or project name.



City of San Antonio
Finance Department - Procurement Division
Local Preference Program Identification (Form 7)

The City of San Antonio Local Preference Program, described in the San Antonio City Code Chapter 2, Article XII, establishes a local preference for specific contracting categories. Each time a bidder or respondent submits a bid for a solicitation, this Local Preference Program Identification Form must be completed and turned in with the solicitation response in order to be identified as a City Business and receive the preference described below. The City will not rely on Local Preference Program Identification Forms submitted with prior or contemporaneous bids or proposals.

The Local Preference Program allows the City to grant a preference to a business meeting the definition of *City Business* in the award of the following types of contracts, when selection is made based on price alone:

- Personal Property (Goods / Supplies): The local bidder's price must be within 5% of the price of the lowest non-local bidder for contracts of \$50,000 to under \$500,000; or within 3% of the price of the lowest non-local bidder for contracts of \$500,000 or more
- Non-professional Services: The local bidder's price must be within 5% of the price of the lowest nonlocal bidder for contracts of \$50,000 to under \$500,000;
- Construction Services: The local bidder's price must be within 5% of the price of the lowest non-local bidder for contracts of \$50,000 to under \$100,000, excluding contracts awarded using alternative delivery methods.

The Local Preference Program also allows the award of additional points, when multiple evaluation criteria are used in the award of professional service contracts, where the selection process is not governed by statute and in revenue generating and concession contracts. A business meeting the definition of *City Business* stated below may be awarded 10 points for being headquartered within the city, or 5 points for having a local office within the city.

Moreover, the program recognizes joint venture agreements and allows for apportioning of points based upon the percentage of ownership of joint ventures by *City Businesses* responding to solicitations for which discretionary points are applied. For solicitations where selection is made based on price alone, all members of a joint venture must be *City Businesses* for the preference to be applied.

Effective January 1, 2023, the Local Preference Program may be applicable to federally funded contracts where federal statutes or the federal grantor expressly mandates or encourages local geographic preference.

City Business is defined as a business, or non-profit organization, headquartered within the incorporated San Antonio city limits for one year or more OR one that meets the following conditions:

- Has an established place of business for one year or more in the incorporated limits of the City:
 - (a) from which at least 100 of its employees OR at least 20% of its total full-time, part-time and contract employees are regularly based; and
 - (b) from which a substantial role in the business' performance of a commercially useful function or a substantial part of its operations is conducted by those employees.

A location utilized solely as a post office box, mail drop or telephone message center or any similar combination, with no other substantial work function, is not a *City Business*.

For the purposes of this program, Headquartered is defined as the place where a business entity's officers direct, control, and coordinate the entity's activities.

City of San Antonio
Finance Department - Procurement Division
Local Preference Program Identification Form

NOTE: Bidders / Respondents are required to submit documentation to substantiate that the requirements of a City Business have been met. Examples of documentation may include, but are not limited to the following:

1. Existence of local headquarters or office: For corporations, Texas Comptroller's listing of names/addresses of officers and directors. For partnerships, partnership agreement and any documents identifying the current managing partners and their current work addresses
2. Evidence of local headquarters or office in existence for one year or more: Utility bills, real property lease agreements, equipment leases, personal property taxes, real property taxes
3. Evidence of number of employees: Organizational charts, payroll records by location

CITY RESERVES THE RIGHT TO REQUEST ADDITIONAL INFORMATION TO VALIDATE BIDDERS'/RESPONDENTS' DESIGNATION AS A CITY BUSINESS.

COMPLETE THE FOLLOWING FORM AND SUBMIT WITH YOUR RESPONSE EVEN IF YOU ARE NOT SEEKING A LOCAL PREFERENCE. THE BIDDER / RESPONDENT MUST COMPLETE THE FOLLOWING FORM TO BE IDENTIFIED AS A CITY BUSINESS. IF BIDDER / RESPONDENT IS SUBMITTING AS A JOINT VENTURE, EACH CITY BUSINESS THAT IS A MEMBER OF THE JOINT VENTURE MUST COMPLETE AND SIGN THIS FORM.

PROVIDE THE FOLLOWING INFORMATION IF BIDDER/ RESPONDENT IS SUBMITTING AS PART OF A JOINT VENTURE. Joint Venture means a collaboration of business or non-profit entities, in response to a solicitation, which is manifested by a written agreement, between two or more independently owned/governed and controlled business firms to form a third business entity solely for purposes of undertaking distinct roles and responsibilities in the completion of a given contract. Under this business arrangement, each joint venture partner shares in the management of the joint venture and also shares in the profits or losses/surplus or deficits of the joint venture enterprise commensurately with its contribution to the venture.

STATE BIDDER'S / RESPONDENT'S PERCENTAGE OF OWNERSHIP IN THE JOINT VENTURE: _____%

SUBMIT A COPY OF THE JOINT VENTURE AGREEMENT. SUBMIT ANY OTHER DOCUMENTATION REQUESTED BY CITY TO SUBSTANTIATE THE EXISTANCE OF AND/OR PARTICIPATION IN THE JOINT VENTURE. NO PREFERENCE POINTS WILL BE ALLOCATED TO A JOINT VENTURE THAT FAILS TO SUBMIT REQUIRED DOCUMENTATION.

SOLICITATION NAME/NUMBER: **On-Call Environmental Remediation and Disposal Services**
RFP: 2024-153

PROVIDE THE FOLLOWING INFORMATION REGARDING BIDDER'S / RESPONDENT'S HEADQUARTERS:

Name of Business or Non-Profit Entity:	
Physical Address:	
City, State, Zip Code:	
Phone Number:	
Email Address:	
Provide the total number of full-time, part-time, and contract personnel employed by Bidder / Respondent: _____	

City of San Antonio
Finance Department - Procurement Division
Local Preference Program Identification Form

Is Business or Non-Profit Entity headquartered within the incorporated San Antonio city limits? (circle one)	Yes	No
Has the business or non-profit entity been headquartered in the incorporated San Antonio city limits for one year or more? (circle one)	Yes	No
If the answers to the questions above are "Yes", stop here. If the answer to either of the above questions is "No", provide responses to the following questions:		

PROVIDE THE FOLLOWING INFORMATION REGARDING BIDDER'S / RESPONDENT'S LOCAL OFFICE (IF APPLICABLE):

Name of Business or Non-Profit Entity:		
Physical Address:		
City, State, Zip Code:		
Phone Number:		
Email Address:		
Provide the total number of full-time, part-time, and contract personnel employed by Bidder / Respondent in the local office: _____		
Is the business or non-profit entity located in the incorporated San Antonio city limits? (circle one)	Yes	No
Has the business been located in the incorporated San Antonio city limits for one year or more? (circle one)	Yes	No
Are at least 100 full-time, part-time or contract employees regularly based in the San Antonio office? (circle one)	Yes	No
Are at least 20% of the business' total full-time, part-time or contract employees regularly based in the San Antonio office? (circle one)	Yes	No
Do the employees in the San Antonio office perform a substantial role in the business' performance of a commercially useful function or are a substantial part of the business' operations conducted in the San Antonio office? (circle one)	Yes	No

ACKNOWLEDGEMENT

THE STATE OF TEXAS

I certify that my responses and the information provided on this Local Preference Program Identification Form are true and correct to the best of my personal knowledge and belief and that I have made no willful misrepresentations on this form, nor have I withheld any relevant information in my statements and answers to questions. I am aware that any information given by me on this Local Preference Program Identification Form may be investigated and I hereby give my full permission for any such investigation, including the inspection of business records and site visits by City or its authorized representative. I fully acknowledge that any misrepresentations or omissions in my responses and information may cause my offer to be rejected or contract to be terminated. I further acknowledge that providing false information is grounds for debarment.

City of San Antonio
Finance Department - Procurement Division
Local Preference Program Identification Form

BIDDER'S / RESPONDENT'S FULL NAME:

(Print Name) Authorized Representative of Bidder / Respondent

(Signature) Authorized Representative of Bidder / Respondent

Title

Date

**This Local Preference Identification Form must be submitted with the bidder's /
respondent's bid/proposal response.**

City of San Antonio
Veteran-Owned Small Business Program Tracking (Form 8)

Authority. San Antonio City Code Chapter 2, Article XI describes the City's veteran-owned small business preference program.

Tracking. This solicitation is not eligible for a preference based on status as a veteran-owned small business (VOSB). Nevertheless, in order to determine whether the program can be expanded at a later date, the City tracks VOSB participation at both prime contract and subcontract levels.

Certification. The City relies on inclusion in the database of veteran-owned small businesses (VOSB) maintained by the U.S. Small Business Administration to verify VOSB status; however, veteran status may also be confirmed by certification by another public or private entity that uses similar certification procedures.

Definitions.

The program uses the federal definitions of veteran and veteran-owned small business found in 38 CFR Part 74.

- The term “veteran” means a person who served on active duty with the U.S. Army, Air Force, Navy, Marine Corps, Coast Guard, for any length of time and at any place and who was discharged or released under conditions other than dishonorable. Reservists or members of the National Guard called to federal active duty or disabled from a disease or injury incurred or aggravated in line of duty or while in training status.
- A veteran-owned small business is a business that is not less than 51 percent owned by one or more veterans, or in the case of any publicly owned business, not less than 51 percent of the stock of which is owned by one or more veterans; the management and daily business operations of which are controlled by one or more veterans and qualifies as “small” for Federal business size standard purposes.

The program uses the below definition of joint venture.

- Joint Venture means a collaboration of for-profit business entities, in response to a solicitation, which is manifested by a written agreement, between two or more independently owned and controlled business firms to form a third business entity solely for purposes of undertaking distinct roles and responsibilities in the completion of a given contract. Under this business arrangement, each joint venture partner shares in the management of the joint venture and also shares in the profits or losses of the joint venture enterprise commensurately with its contribution to the venture.

The program does not distinguish between a veteran and a service-disabled veteran-owned business and is not limited geographically.

COMPLETE THE FOLLOWING FORM AND SUBMIT WITH YOUR BID/PROPOSAL.

INSTRUCTIONS

- IF SUBMITTING AS A PRIME CONTRACTOR ONLY, COMPLETE **SECTION 1** OF THIS FORM.
- IF SUBMITTING AS A PRIME CONTRACTOR UTILIZING A SUBCONTRACTOR, COMPLETE **SECTIONS 1 AND 2** OF THIS FORM.

City of San Antonio
Veteran-Owned Small Business Program Tracking Form

SOLICITATION NAME/NUMBER: On-Call Environmental Remediation and Disposal Service
RFP: 2024-153

Name of Respondent:		
Physical Address:		
City, State, Zip Code:		
Phone Number:		
Email Address:		
Is Respondent certified as a VOSB with the U.S. Small Business Administration? (circle one)	Yes	No
If yes, provide the SBA Certification #		
If not certified by the SBA, is Respondent certified as a VOSB by another public or private entity that uses similar certification procedures? (circle one)	Yes	No
If yes, provide the name of the entity who has certified Respondent as a VOSB. Include any identifying certification numbers.		
Participation Percentage:		
Participation Dollar Amount:		

Is Respondent subcontracting with a business that is certified as a VOSB? (circle one)	Yes	No
Name of SUBCONTRACTOR Veteran-Owned Small Business:		
Physical Address:		
City, State, Zip Code:		
Phone Number:		
Email Address:		
Is SUBCONTRACTOR certified as a VOSB with the U.S. Small Business Administration? (circle one)	Yes	No
If yes, provide the SBA Certification #		
If not certified by the SBA, is SUBCONTRACTOR certified as a VOSB by another public or private entity that uses similar certification procedures? (circle one)	Yes	No
If yes, provide the name of the entity who has certified SUBCONTRACTOR as a VOSB. Include any identifying certification numbers.		
Participation Percentage:		
Participation Dollar Amount		

City of San Antonio
Veteran-Owned Small Business Program Tracking Form

ACKNOWLEDGEMENT

THE STATE OF TEXAS

I certify that my responses and the information provided on this Veteran-Owned Small Business Preference Program Identification Form are true and correct to the best of my personal knowledge and belief and that I have made no willful misrepresentations on this form, nor have I withheld any relevant information in my statements and answers to questions. I am aware that any information given by me on this Veteran-Owned Small Business Preference Program Identification Form may be investigated and I hereby give my full permission for any such investigation, including the inspection of business records and site visits by City or its authorized representative. I fully acknowledge that any misrepresentations or omissions in my responses and information may cause my offer to be rejected or contract to be terminated. I further acknowledge that providing false information is grounds for debarment.

BIDDER/RESPONDENT'S FULL NAME:

(Print Name) Authorized Representative of Bidder/Respondent

(Signature) Authorized Representative of Bidder/Respondent

Title

Date

This Veteran-Owned Small Business Program Tracking Form must be submitted with the Bidder/Respondent's bid/proposal.