

Document 00020

NOTICE TO BIDDERS

Owner: City of Roma
201 W. Convent Blvd.
Roma, Texas 78584
Phone: (956) 849-1411

1.00 INVITATION

- A. Bidders are invited to submit an offer for performance of a Contract to the City of Roma by physical submission to the City of Roma:
Attn : City of Roma
Location: 201 W. Convent Blvd. Roma, TX 78584
Project: LAS AMERICAS ROMA LOGISTICS & INDUSTRIAL PARK ELECTRICAL IMPROVEMENTS
RFB NO. ENG 26.012
Located: In the City of Roma, Starr County, Texas
- B. The Scope of Work of the project consists of the construction of public improvements to include the installation of electrical conduit for the development of an industrial subdivision.
- C. The Contract Documents are identified as **Las Americas Roma Logistics & Industrial Park Electrical Improvements RFB NO. ENG 26.012** as listed in the Project Manual, issued by the City of Roma/SAMES, Inc.
- D. The bidder shall bear all costs associated with the preparation and submission of its bid, and the Owner will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.
- E. When requested, the successful Bidder shall present satisfactory evidence that Bidder has regularly engaged in furnishing products and performing construction work as proposed, and has the capital, labor, equipment, and material to execute the Work required by Contract Documents.
- F. This project will be partially funded with Federal funds from the United States Department of Commerce, Economic Development Administration and therefore is subject to the Federal laws and regulations associated with that program.

2.00 BID SUBMISSION

- A. Sealed bid submission will be physically through City of Roma, **until 2:00 P.M. local time, on Wednesday, September 30, 2026.**
- B. Bids submitted after the above time will be returned to the Bidder unopened.
- C. Bids shall be submitted in United States Currency and the English language on the Bid Forms and Supplements to Bid Forms provided with this Project Manual.
- D. Oral, telephonic, facsimile, or telegraphic bids are invalid and will not receive consideration.

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CITY OF ROMA

- E. Bids will be opened and publicly read aloud on the same date bids are received.
- F. Bids will be irrevocable for **60 days** from the bid date. Bidder may withdraw after 90 days without penalty if no mutual agreement can be reached.

3.00 MODIFICATION OR WITHDRAWAL

- A. Bids submitted early may be modified or withdrawn by notice to the City of Roma and prior to the time designated for receipt of Bids. Such notice shall be in writing over the signature of the Bidder and shall be so worded as not to reveal the amount of the original Bid.
- B. Oral, telephonic, facsimile, or telegraphic modification of Bids will not receive consideration.
- C. Withdrawn Bids may be resubmitted up to the time designated for receipt of Bids.

4.00 CONTRACT TIME

- A. The Work shall be performed within **90 calendar days** from the date established in the Notice to Proceed.
- B. Contractor shall pay liquidated damages in the amounts stated in Document 00500 - Agreement for failure to complete the Work within the Contract Time.
- C. Contract is for **90 calendar days**. The work is to be performed only during weekdays 8:00 AM to 5:00 PM (Monday to Friday).

5.00 SECURITY DEPOSIT REQUIREMENTS

- A. Bids shall be accompanied by a security deposit as stated in Document 00100 - Instructions to Bidders.

6.00 EXAMINATION AND AVAILABILITY

- A. Bid Documents can be examined/obtained from the SAMES, Inc. office located at 4943 S. Jackson Rd. Edinburg, TX 78539 or can be requested electronically at no cost at saúl@samengineering-surveying.com or by calling 956-702-8880. **Be advised that SAMES, Inc. is the primary source of all bid documents and bidders list. Obtaining bid information from a third-party planning room may lead to incomplete submissions. SAMES, Inc. will be issuing any addendums and/or bid notices to those on the bidders list. Bidders are responsible for obtaining all the necessary information required for a compliant bid.** If your company is contemplating on bidding this project, you must submit a vendor's notice of intent to bid form to the Purchasing Office.
- B. Bid Documents are made available only for the purpose of obtaining offers for this Project. Purchase of Bid Documents does not grant a license for other purposes.
- C. On receipt of Bid Documents, verify that documents are legible and complete. Compare contents of Project Manual with Table of Contents; see that all drawings listed in the List of Drawings are included. Notify SAMES should the documents be incomplete as issued.

7.00 QUESTIONS AND INTERPRETATIONS

- A. Bidder is required to study Bid Documents, the site, and conditions affecting the Work, and submit written questions on interpretation of those documents and conditions, or other factors affecting the Work, to SAMES, Inc.
- B. Written questions may be submitted by facsimile or email, addressed to the Engineer. **Deadline for questions Friday, September 25, 2026 at 5:00 PM.**
- C. Immediately notify SAMES, Inc. upon finding discrepancies or omissions in the Bid Documents.

8.00 ACCEPTANCE/REJECTION OF BIDS

- A. The Owner reserves the right to reject or accept any bids as stated in Document 00100 - Instructions to Bidders.

9.00 PRE-BID CONFERENCE

- A. A virtual Pre-Bid Conference will be held on Tuesday, September 22, 2026, at 10:00 AM. A Virtual Meeting Link will be provided by the Engineer to all prospective bidders.
- B. Recognizing that free and open communication will benefit all participants, the Owner does not intend to limit or curtail the exchange of information between the Engineer and the prospective Bidders. However, the pre-bid conference is conducted primarily for the benefit of prospective Bidders. As such, a specific procedure will be followed during the conference:
 - a. All attendees will sign-in, indicating their role with the project: contractor, supplier, manufacturer, etc.
 - b. Seating priority will be given to Prospective Bidders. Sub-contractors, suppliers, and manufacturer's representatives shall remain behind the contractor area.
 - c. The Owner will make introductions of his staff and consultants.
 - d. The Owner and consultants will give a brief description of the project.
 - e. Only Contracting firms (Prospective Bidders) are permitted to ask questions. Sub-contractors suppliers, and manufacturer's shall deliver their questions to the Contractor they are working with for presentation.

- f. Questions and answers will be recorded and developed into Meeting Minutes. Meeting Minutes will be distributed to meeting attendees. The Owner reserves the right to use electronic recording, or some other method to record the meeting.
- C. The meeting will be conducted in English. Translators will not be provided.
- D. If necessary, written clarifications or instructions will be issued in the form of an Addendum. Refer to Section 00100 – Instructions to Bidders for specific information concerning Addendums.

END OF DOCUMENT