

LOUIS R. RIGBY  
Mayor  
JOHN ZEMANEK  
Councilmember At Large A  
STEVE GILLETT  
Councilmember At Large B  
DANNY EARP  
Councilmember District 1



CHUCK ENGELKEN  
Councilmember District 2  
BILL BENTLEY  
Councilmember District 3  
KRISTIN MARTIN  
Councilmember District 4  
JAY MARTIN  
Councilmember District 5  
NANCY OJEDA  
Mayor Pro-Tem  
Councilmember District 6

## **CITY COUNCIL MEETING AGENDA**

**Notice is hereby given of a Regular Meeting of the La Porte City Council to be held February 11, 2019, beginning at 6:00 PM in the City Hall Council Chambers, 604 W. Fairmont Parkway, La Porte, Texas, for the purpose of considering the following agenda items. All agenda items are subject to action.**

- 1. CALL TO ORDER**
- 2. INVOCATION** – The invocation will be given by Don Hill, Interchurch Council.
- 3. PLEDGES** – Will be led by Councilmember Jay Martin.  
U.S. Flag  
Texas Flag: Honor the Texas Flag. I pledge allegiance to thee, Texas, one state, under God, one, and indivisible.
- 4. PRESENTATIONS, PROCLAMATIONS, and RECOGNITIONS**
  - (a)** Recognition - Employee of the Fourth Quarter 2018 - Shonda Ingle (Public Works Secretary) City of La Porte Public Works - Mayor Rigby
  - (b)** Recognition - Employees of the Year 2018 - Officers Joshua Willhoite, Barrence Rodgers and Sergio Torre - City of La Porte Police Department - Mayor Rigby
  - (c)** Recognition - Manager of the Year 2018 - Matt Hartleib (Human Resource Manager) - City of La Porte Human Resources Department- Mayor Rigby
- 5. PUBLIC COMMENTS** (Limited to five minutes per person.)
- 6. CONSENT AGENDA** *(All consent agenda items are considered routine by City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Councilmember requests an item be removed and considered separately.)*
  - (a)** Consider approval or other action regarding minutes of meeting held on January 28, 2019 - L. Woodward
  - (b)** Consider approval or other action rejecting Bid #19006 for Fairmont Park Parking Lot - Phase 2 - R. Epting
  - (c)** Consider approval or other action awarding Bid #19005 for Fire Field Training Center Addition - Re-bid - D. Ladd
- 7. ADMINISTRATIVE REPORTS**
  - Drainage and Flooding Committee Meeting, Monday, February 25, 2019
  - La Porte Development Corporation Board Meeting, Monday, February 25, 2019
  - City Council Meeting, Monday, February 25, 2019
  - Planning and Zoning Commission Meeting, Thursday, 21, 2019

- Zoning Board of Adjustment Meeting, Thursday, February 28, 2019

**8. COUNCIL COMMENTS** regarding matters appearing on the agenda; recognition of community members, city employees, and upcoming events; inquiry of staff regarding specific factual information or existing policies. Councilmembers J. Martin, K. Martin, Gillett, Zemanek, Bentley, Engelken, Earp, Ojeda and Mayor Rigby

## **ADJOURNMENT**

If, during the course of the meeting and discussion of any items covered by this notice, City Council determines that a Closed or Executive Session of the Council is required, then such closed meeting will be held as authorized by Texas Government Code, Chapter 551, Section 551.071 - consultation with counsel on legal matters; Section 551.072 - deliberation regarding purchase, exchange, lease or value of real property; Section 551.073 - deliberation regarding a prospective gift; Section 551.074 - personnel matters regarding the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; Section 551.076 - implementation of security personnel or devices; Section 551.087 - deliberation regarding economic development negotiation; Section 551.089 - deliberation regarding security devices or security audits, and/or other matters as authorized under the Texas Government Code. If a Closed or Executive Session is held in accordance with the Texas Government Code as set out above, the City Council will reconvene in Open Session in order to take action, if necessary, on the items addressed during Executive Session.

In compliance with the Americans with Disabilities Act, the City of La Porte will provide for reasonable accommodations for persons attending public meetings. To better serve attendees, requests should be received 24 hours prior to the meeting. Please contact Lee Woodward, City Secretary, at 281.470.5019.

## **CERTIFICATE**

I, Lee Woodward, City Secretary, do hereby certify that a copy of the February 11, 2019, City Council agenda was posted on the City Hall bulletin board, a place convenient and readily accessible to the general public at all times, and to the City's website, [www.LaPorteTX.gov](http://www.LaPorteTX.gov), in compliance with Chapter 551, Texas Government Code.

DATE OF POSTING \_\_\_\_\_

TIME OF POSTING \_\_\_\_\_

TAKEN DOWN \_\_\_\_\_

\_\_\_\_\_  
Lee Woodward, City Secretary



## **Council Agenda Item February 11, 2019**

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5. **PUBLIC COMMENTS** (Limited to five minutes per person.)

\*\*\*\*\*

## **Employee of the 4<sup>th</sup> Quarter 2018**

**Shonda Ingle**

**Public Works Secretary**

Shonda joined the La Porte team in December of 2010 as a Secretary in the Public Works department. In that role she has consistently received excellent performance ratings every year. In fact her performance rating has increased almost every year of her 9 years with the City.

Shonda's job duties include serving as a personnel/payroll liaison for the over 100 Public works employees and accounting functions to process payables and p-cards. She also has responsibilities for answering citizen questions and calls for service. She "exhibits the best attitude everyday no matter what the situation is" according to her supervisor Jackie Robinson who nominated her.

Other departments have also noticed and benefited from Shonda's efficiency and accuracy. She has played a helpful role during the implementation of new software, identifying opportunities for improvement and identifying previously unseen challenges.

Shonda's willingness to go above and beyond is displayed every day. She is always willing to pitch in to help her teammates after she has completed her tasks. She leaves no task undone and sees issues through to completion. During Hurricane Harvey, she received a call from a resident who had recently suffered a stroke. As a result this person had mobility and communication challenges. The citizen was very concerned about their safety and ability to evacuate if needed. Shonda took time to listen to the citizen and understand their concerns. She contacted all of the relevant parties that could assist this citizen in EMS, EOC, and the Parks Senior program. Shonda even registered the citizen with 211.

Shonda's dedication to service, attention to detail, and willingness to go above and beyond in her job make her a fantastic asset to the La Porte team. Congratulations Shonda on being the La Porte 2018 Employee of the 4<sup>th</sup> Quarter.

## **Employees of the Year - 2018**

### **La Porte PD Officers**

#### **Joshua Willhoite, Barrence Rodgers, Sergio Torre**

On Thursday September 13<sup>th</sup> La Porte Dispatch received a call for service regarding capsized boat in Galveston Bay near Hazel Street and two people were in the water. La Porte Police, Fire, and EMS units were dispatched. Officers, Willhoite, Rodgers, and Torre were the first units to locate the boat, which was actually closer to South R Street.

Upon arrival, the officers discovered the capsized and adrift vessel and two individuals up against the rocky bank. One male was attempting to get a female, later determined to be his mother, out of the water. The female was unconscious, unresponsive, and her skin had developed a purplish skin tone. The situation was obviously critical, and these officers did not hesitate to take action.

They assisted the male with extricating the female from the water onto the steep embankment and immediately began CPR. The officers continued administering lifesaving actions until the arrival of Fire and EMS units. At that point they shifted their focus to moving the patient to a better location, using a ladder to carry her up an incline to the EMS stretcher. Lifesaving efforts continued throughout this process.

Assistant EMS Chief Lisa Camp states, "These officers immediately sprang into action and worked as a team to save the woman's life. Without these lifesaving actions, this female victim would not be alive today."

Officers Willhoite, Rodgers, and Torre demonstrated the highest standard for La Porte first responders. Their commitment to protecting lives in the La Porte community is commendable and truly appreciated. Please join me in congratulating these officers as our Employees of the Year for 2018.

# **Manager of the Year - 2018**

## **Matt Hartleib**

### **HR Manager**

Matt first joined the La Porte team in October of 2015 as the HR Manager. In October of 2017, Matt experienced a strange bout of temporary insanity and left La Porte to pursue an opportunity in the private sector. He quickly realized the error of his ways and returned to the La Porte team just a few months later. In all seriousness, Matt's brief time away helped him remember how much he enjoys working in local government serving a community alongside like-minded teammates. Upon his return, Matt hit the ground running and led the HR team to a fantastic year. Some of their accomplishments include:

- Transitioning to a new benefits administration platform. This move not only reduced costs to the City but resulted in a well-received open enrollment process based on employee feedback. The change also increases the team's efficiency through streamlined reporting and data management.
- Speaking of good stewardship, the HR departmental budget for 18/19 is a 9% reduction from the prior year. In the Insurance fund, savings were found in liability coverage and HR collaborated with their consultant and the 172 Committee to identify a pharmacy change that reduced costs by \$250K with minimal disruptions to members.
- Matt developed and delivered two significant employee/leadership development programs in 2018. The Communicating with Customers class was attended by 114 employees over 8 sessions and resulted in 89% of attendees feeling better equipped to provide great service to our customers. Matt has also been facilitating a Book Club with the Executive Staff that has led to some informative and enjoyable discussions about leadership.
- In addition to the annual Christmas Party and Public Service Week Lunch, the HR team created some new programs in 2018. The Cards for Troops program resulted in over 3,600 signed Christmas cards being sent to US service men and women deployed overseas. And the Winning at Losing weight loss challenge helped 50 employees lose an average of 13.5 pounds.
- Matt played a key role in the hiring panel for key executive positions this year, to include the City Secretary, Police Chief and Director of Planning & Development.

All of these accomplishments were achieved in addition to the "normal work" of filling positions, processing terminations, and all of the human resource related activity in between.

In nominating Matt for this award, one of his HR teammates stated, "Matt loves being an HR leader, so his work style comes natural. He conducts himself with the highest HR integrity at all times. He welcomes everyone's ideas and suggestions at any time to enhance processes or functions. He stays calm and professional during all

unpleasant situations/meetings. Most managers have an impact over a single department; Matt has impacted all departments in some way, fashion or form.”

For his exemplary work and leadership of the HR team, please join me in congratulating Matt Hartleib, our 2018 Manager of the Year.



## Council Agenda Item February 11, 2019

6. **CONSENT AGENDA** *All consent agenda items are considered routine by City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Councilmember requests an item be removed and considered separately.)*
- (a) Consider approval or other action regarding minutes of meeting held on January 28, 2019 - L. Woodward
  - (b) Consider approval or other action rejecting Bid #19006 for Fairmont Park Parking Lot - Phase 2 - R. Epting
  - (c) Consider approval or other action awarding Bid #19005 for Fire Field Training Center Addition - Re-bid - D. Ladd

\*\*\*\*\*

**LOUIS RIGBY**  
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**JOHN ZEMANEK**  
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**NANCY OJEDA**  
Councilmember District 6  
Mayor Pro-Tem

## MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF LA PORTE JANUARY 28, 2019

The City Council of the City of La Porte met in a regular meeting on Monday, January 28, 2019, at the City Hall Council Chambers, 604 West Fairmont Parkway, La Porte, Texas, at 6:00 p.m., with the following in attendance:

**Councilmembers present:** Louis Rigby, John Zemanek, Steve Gillett, Danny Earp, Chuck Engelken, Bill Bentley, Kristin Martin, Jay Martin and Nancy Ojeda.

**Councilmembers absent:** None

**Council-appointed officers present:** Corby Alexander, City Manager; Lee Woodward, City Secretary; Clark Askins, Assistant City Attorney

1. **CALL TO ORDER** – Mayor Rigby called the meeting to order at 6:00 p.m.
2. **INVOCATION** – The invocation was given by Assistant City Attorney Clark Askins.
3. **PLEDGE OF ALLEGIANCE** – The pledge of allegiance was led by Councilmember Nancy Ojeda.
4. **PRESENTATIONS, PROCLAMATIONS, and RECOGNITIONS**
  - (a) **Recognition – Retirement of City of La Porte Police Department K9 Officer Sylvester – Mayor Rigby**
  - (b) **Recognition – City of La Porte Emergency Medical Services (EMS) – Gold Plus Achievement Award – Mayor Rigby**
5. **PUBLIC COMMENTS** (Limited to five minutes per person.) - Thomas Garza offered public comment.
6. **CONSENT AGENDA** *(All consent agenda items are considered routine by City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Councilmember requests an item be removed and considered separately.)*
  - (a) **Consider approval or other action regarding minutes of the meeting held on January 14, 2019 – L. Woodward**
  - (b) **Consider approval or other action to appoint Karen Wheeler-Hall to the vacant At-Large A position on the Planning and Zoning Commission – Councilmembers Zemanek, D. Earp and K. Martin**
  - (c) **Consider approval or other action regarding an Ordinance authorizing the sale of Lot 16, Block 715, Townside of La Porte, North 12.58 feet of Lot 16 – T. Evans**
  - (d) **Consider approval or other action authorizing the City Manager to execute a professional services contract with Huitt Zollars for Public Works Facility Needs Assessment – D. Pennell**
  - (e) **Consider approval or other action authorizing the City Manager to execute a contract with Gulf Coast Authority for the treatment of Domestic Sewage/Municipal Waste – D. Pennell**

Councilmember Zemanek moved to approve the consent agenda; the motion was unanimously adopted.

7. **ADMINISTRATIVE REPORTS** - City Manager Corby Alexander announced there was no report.

8. **COUNCIL COMMENTS** regarding matters appearing on the agenda; recognition of community members, city employees, and upcoming events; inquiry of staff regarding specific factual information or existing policies – Those present: Councilmembers Engelken, Earp, Ojeda, J. Martin, K. Martin, Zemanek, Bentley and Mayor Rigby.

Councilmembers lauded the career of K9 Sylvester and Officer Harness, and expressed their admiration and respect for La Porte's first responders in EMS, fire, and police. They welcomed new City Secretary Lee Woodward. Several members addressed Mr. Garza's request to discuss a recent decision on a hotel. Councilmember Martin praised the recent high school play; Councilmember Zemanek commended the La Porte Community Civic Club on their MLK Day activities and recognition of its founders; Councilmember Engelken suggested the pledge to the Texas flag be added to meeting ceremonies.

12. **EXECUTIVE SESSION** – The City reserves the right to meet in closed session on any agenda item should the need arise and if applicable pursuant to authorization by Title 5, Chapter 551, of the Texas Government Code, including, but not limited to, the following:

**Texas Government Code, Section 551.074 – Personnel Matters: Deliberation regarding the position of the City Prosecutor, and deliberate the evaluation, appointment, duties, and employment of a public officer or employee, the City Prosecutor.**

**Texas Government Code, Section 551.074 – Personnel Matters: Deliberation regarding the position of the City Manager, and deliberate the evaluation, appointment, duties, and employment of a public officer or employee, the City Manager, Corby Alexander.**

City Council adjourned into executive session at 6:36 p.m.

13. **RECONVENE** into regular session and consider action, if any, on item(s) discussed in executive session.

The Council reconvened at 9:58 p.m. Mayor Rigby announced that the City Prosecutor discussion would be considered quarterly. Councilmember Engelken moved to approve a 4% increase to the City Manager's salary; the motion was unanimously adopted.

14. **ADJOURN** – Adjournment was unanimously approved.

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Lee Woodward, City Secretary

**REQUEST FOR CITY COUNCIL AGENDA ITEM**

Agenda Date Requested: February 11, 2019  
Requested By: Rosalyn Epting  
Department: Parks & Recreation

Report: \_\_\_\_\_ Resolution: \_\_\_\_\_ Ordinance: \_\_\_\_\_  
Exhibits: \_\_\_\_\_  
Exhibits: \_\_\_\_\_

Appropriation  
Source of Funds: \_\_\_\_\_  
Acct Number: \_\_\_\_\_  
Amount Budgeted: \_\_\_\_\_  
Amount Requested: \_\_\_\_\_  
Budgeted Item:  YES  NO

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**SUMMARY & RECOMMENDATION**

Sealed Bid #19006 for the Fairmont Park Parking Lot Phase 2 was opened and publicly read on January 22, 2019. Three bids were received. Bids were advertised in the Bay Area Observer on January 3 and 17, as well as posted on Public Purchase and the City Website. Twenty-nine vendors downloaded the bid.

The low bid was \$58,376. The budget for the parking lot is \$60,000. To date we have spent \$1,500 for the engineered plans for the project. The remaining budget is \$58,500. Although the bid came within \$124 of our remaining budget, staff feel that they can get better pricing on this project if they include it in Public Work's annual asphalt overlay project. The project's better pricing plus the mobilization savings of \$4,500 will give the city an anticipated savings of \$10,946.

Staff recommends rejecting all bids.

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**Action Required by Council:**

Consider approval or other action to reject all bids for Bid #19006 for Fairmont Park Parking Lot Phase 2.

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**Approved for City Council Agenda**

\_\_\_\_\_  
Corby D. Alexander, City Manager

\_\_\_\_\_  
Date

## REQUEST FOR CITY COUNCIL AGENDA ITEM

<p>Agenda Date Requested: <u>February 11, 2019</u></p> <p>Requested By: <u>Donald Ladd, Assistant Fire Chief</u></p> <p>Department: <u>Fire Department</u></p> <p>Report: _____ Resolution: _____ Ordinance: _____</p> <p>Exhibits: <u>Fire Field Addition Bid Aztec Remodeling #19005</u></p> <p>Exhibits: <u>Notification &amp; Access Report</u></p> <p>Exhibits: _____</p>	<p style="text-align: center;"><u>Budget</u></p> <p>Source of Funds: <u>CIP FD 0001</u></p> <p>Account Number: <u>015-5051-522-8002</u></p> <p>Amount Budgeted: <u>\$80,000</u></p> <p>Amount Requested: <u>\$70,000</u></p> <p>Budgeted Item: YES X NO</p>
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### SUMMARY & RECOMMENDATION

#### **Project FD0001 – Fire Training Center Addition**

The La Porte Fire Department is requesting to construct a small building on the site directly west of the barn and storage building at the fire training facility. The new building would be used to store rescue boats and communication trailers. Currently, the rescue boats are being double stacked and some of the trailers are not sitting outside. By having the additional building will allow all trailers to be inside and therefore making deployment of these assets easier and in much timely manner. The City went out for bids and on May 15, 2018 opened bids but did not award due to all bids being over budget. Since the bids were over budget, Council rejected all bids at their June 25, 2018 council meeting.

Recently, LPPFD personnel revised the scope and sent the project back out for bids. Sealed Bid #19005 was opened and publicly read on Thursday, January 10, 2019 at 2:00 p.m. Seventy-seven (77) vendors were notified of the bid with forty-five (45) accessed the bid. Thirty-seven (37) vendors actually downloaded the bid documents. Only one vendor responded to the bid, which is attached for your review.

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#### **Action Required by Council:**

La Porte Fire Department is requesting Council to award bid #19005 to Aztec Remodeling for the price of \$70,000.

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#### **Approved for City Council Agenda**

\_\_\_\_\_  
Corby Alexander, City Manager

\_\_\_\_\_  
Date



City of La Porte

Established 1892

Purchasing Department

Cherell Daeumer, Purchasing Manager

Exhibit A Pricing to Sealed Bid #19005

NOTE: Please itemize any other additional fees or charges. Any charges not included in this proposal will not be allowed. Attach additional sheet if necessary.

<u>Item</u>	<u>Description</u>	<u>Lump Sum Bid</u>
1	Lump Sum Price for Addition to Existing Fire Field Training Facility, complete, as per approved specifications	\$ <u>70,000.00</u>

The City of La Porte is exempt from taxes. DO NOT INCLUDE TAX IN BID

The undersigned certifies:

1. to comply with all instructions to bidders, attached specifications and other documents contained in this solicitation;
2. that they have not conspired with any other potential supplier in any manner to attempt to control competitive pricing;
3. that they are a duly qualified, capable and bondable business entity not in receivership or contemplating same, and has not filed for bankruptcy.
4. affirms that they will not discriminate against any employee or applicant as prohibited by law. Failure to comply may lead to termination of contract.

It is understood and agreed that the above described item, material, equipment and/or work shall carry the standard warranty of the manufacturer and be delivered on site in accordance with the attached specifications in 60 days after receipt of order.

METHOD OF PAYMENT:

City of La Porte payment terms is Net 30 (vendor paid within 30 days of satisfactory receipt of goods and an approved invoice)

Do you allow for payments using the City's Procurement Card Provider, CitiBank (this is the preferred payment method in many instances)? N/A If "yes", discount offered \_\_\_\_\_ %

Company Name: AZTEC Remodeling & Landscaping Co.

Authorized Signer: BORANA-DJAVADZADEH  
(Printed Name)

Telephone No: 281-910-6600

Authorized Signer: [Signature]  
(Signature)

E-mail: AZTEC LDSC@gmail.com



City of La Porte

Established 1892

Purchasing Department

Cherell Daeumer, Purchasing Manager

8.1 Bid Execution By a Corporation

The undersigned, hereby acknowledges having received Solicitation Number 19005 containing a full set of Contract Documents, including but not limited to, 1) Requirements for Bidding and Instructions to Bidders, @) Standard Terms and Conditions - General Conditions, 3) Special Conditions, 4) Contract Plans or Drawings (if applicable), 5) Detailed Specifications, 6) Proposal Pages, 7) Certifications and 8) Addenda Nos. (none unless indicated here) 1, 2, 3, 4, 5, and affirms that the corporation shall be bound by all the terms and conditions contained in the Contract Documents regardless of whether a complete set thereof it attached to this proposal or bid, except only to the extent that the corporation has taken express written exception thereto in the sections of this solicitation designated for that purpose. Under penalty of perjury, the undersigned: (1) warrants that he/she was authorized to submit this execution page on behalf of the Disclosing party; (2) warrants that all certifications and statements contained in the execution pages are true, accurate and complete as of the date the execution page was submitted; and (3) further warrants that, as of the date of submission of this solicitation there have been no changes in circumstances since the date that the Execution page was submitted that would render any certification in the execution page false, inaccurate or incomplete. Furthermore, the undersigned being duly sworn, deposes and says on oath that no disclosures of ownership interests have been withheld and the information provided therein to the best of its knowledge is current and the undersigned has not entered into any agreement with any other Bidder (proposer) or prospective Bidder (proposer) or with any other person, firm or corporation relating to the price named in this proposal or any other proposal, nor any agreement or arrangement under which any act or omission in restraint of freedom of competition among Bidders (proposers) and has not disclosed to any person, firm or corporation the terms of this bid (proposal) or the price named herein.

Proposals must be submitted with original signatures in the space provided. Proposals not properly signed will be rejected.

NAME OF CORPORATION: AZTEC Remodeling and landscaping COMPANY (Print or Type)

SIGNATURE OF PRESIDENT\*: [Signature] (Or Authorized Officer) (Signature)

TITLE OF SIGNATORY: BORAYA DIAVADZADENH President (Print or Type)

BUSINESS ADDRESS: P.O. Box 594 Seabrook, TX 77586 (Print or Type)

\*Note: In the event that this bid (proposal) is signed by other than the President, attach hereto a certified copy of that section of Corporate By-Laws or other authorization, such as a resolution by the Board of Directors, which permits the person to sign the offer for the Corporation.

ATTEST: [Signature] (Corporate Secretary Signature) (Affix Corporate Seal)

State of Texas County of Harris

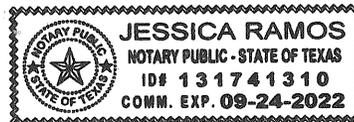
This instrument was acknowledged before me on this 9 day of January, 2019 by BORAYA DIAVADZADENH as President

(or other authorized officer) and [Signature] as Secretary of AZTEC Remodeling & Landscaping (Corporation Name). (Seal)

Jessica Ramos Notary Public Signature

Commission Expires: 9/24/2022

or HARRIS Texas County of Harris or Texas



**BID BOND**

STATE OF TEXAS     §  
                              §  
COUNTY OF HARRIS §

SURETY'S NO. 11202018

KNOW ALL MEN BY THESE PRESENTS, THAT Aztec Remodeling and Landscaping

\_\_\_\_\_

\_\_\_\_\_

(hereinafter called the Principal), as Principal and Philadelphia Indemnity  
Insurance Company

(hereinafter called the Surety), as Surety, are bound unto the City of La Porte, Texas, a home rule municipal corporation of Harris County, Texas (hereinafter called Obligee) in the amount of Five Thousand and xx/100 Dollars (\$ 5,000.00 ), for the payment whereof said Principal and Surety bind themselves, and their heirs, administrators, executors, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has submitted a Bid to enter into a certain written Contract with Obligee for Bid # 19005 - Fire Field Training Facility Addition

\_\_\_\_\_

\_\_\_\_\_

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION IS SUCH, that if the said Principal shall faithfully, enter into such written Contract, then this obligation shall be void; otherwise to remain in full force and effect.

IT IS EXPRESSLY UNDERSTOOD AND AGREED that if said Principal should withdraw its Bid anytime after such Bid is opened and before this Bid Bond is returned or before official rejection of such Bid; or, if successful in securing the award thereof, said Principal should fail to enter into the Contract and furnish satisfactory Performance Bond and Payment Bond, and other required contract documents, the Obligee, in either of such events, shall be entitled and is hereby given the right to collect the full amount of this Bid Bond as liquidated damages.

PROVIDED, further that if any legal action be filed upon this Bond, venue shall lie in Harris County, Texas.

IN WITNESS WHEREOF, the said Principal and Surety do sign and seal this instrument this 7th  
day of November, 2018.

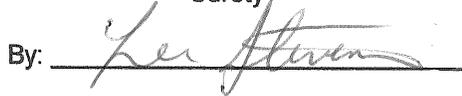
Aztec Remodeling and Landscaping  
Principal/Contractor

By:

  
BORAYAJAVADEH

Philadelphia Indemnity Insurance Company  
Surety

By:



Address: 107 Shirleen Drive  
Seabrook, TX 77586

Address: 2601 Market Place, Suite 300  
Harrisburg, PA 17110

NOTE: Attach Power of Attorney

**PHILADELPHIA INDEMNITY INSURANCE COMPANY**

One Bala Plaza, Suite 100  
Bala Cynwyd, PA 19004-0950

**Power of Attorney**

KNOW ALL PERSONS BY THESE PRESENTS: That **PHILADELPHIA INDEMNITY INSURANCE COMPANY** (the Company), a corporation organized and existing under the laws of the Commonwealth of Pennsylvania, does hereby constitute and appoint **Lee Stevens & Mark Congdon of the Freedom Bonding, Inc., Sykesville, MD**, its true and lawful Attorney-in-fact with full authority to execute on its behalf bonds, undertakings, recognizances and other contracts of indemnity and writings obligatory in the nature thereof, issued in the course of its business and to bind the Company thereby, in an amount not to exceed \$25,000,000.

This Power of Attorney is granted and is signed and sealed by facsimile under and by the authority of the following Resolution adopted by the Board of Directors of **PHILADELPHIA INDEMNITY INSURANCE COMPANY** on the 14<sup>th</sup> of November, 2016.

**RESOLVED:** That the Board of Directors hereby authorizes the President or any Vice President of the Company: (1) Appoint Attorney(s) in Fact and authorize the Attorney(s) in Fact to execute on behalf of the Company bonds and undertakings, contracts of indemnity and other writings obligatory in the nature thereof and to attach the seal of the Company thereto; and (2) to remove, at any time, any such Attorney-in-Fact and revoke the authority given. And, be it

**FURTHER RESOLVED:** That the signatures of such officers and the seal of the Company may be affixed to any such Power of Attorney or certificate relating thereto by facsimile, and any such Power of Attorney so executed and certified by facsimile signatures and facsimile seal shall be valid and binding upon the Company in the future with respect to any bond or undertaking to which it is attached.

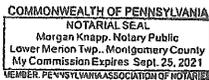
IN TESTIMONY WHEREOF, **PHILADELPHIA INDEMNITY INSURANCE COMPANY** HAS CAUSED THIS INSTRUMENT TO BE SIGNED AND ITS CORPORATE SEAL TO BE AFFIXED BY ITS AUTHORIZED OFFICE THIS 27<sup>TH</sup> DAY OF OCTOBER, 2017.



(Seal)

Robert D. O'Leary Jr., President & CEO  
Philadelphia Indemnity Insurance Company

On this 27<sup>th</sup> day of October, 2017, before me came the individual who executed the preceding instrument, to me personally known, and being by me duly sworn said that he is the therein described and authorized officer of the **PHILADELPHIA INDEMNITY INSURANCE COMPANY**; that the seal affixed to said instrument is the Corporate seal of said Company; that the said Corporate Seal and his signature were duly affixed.

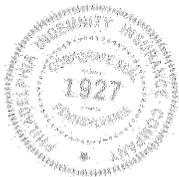


(Notary Seal)

Notary Public: Margan Knapp  
residing at: Bala Cynwyd, PA  
My commission expires: September 25, 2021

I, Edward Sayago, Corporate Secretary of **PHILADELPHIA INDEMNITY INSURANCE COMPANY**, do hereby certify that the foregoing resolution of the Board of Directors and this Power of Attorney issued pursuant thereto on this 27<sup>th</sup> day of October, 2017 are true and correct and are still in full force and effect. I do further certify that Robert D. O'Leary Jr., who executed the Power of Attorney as President, was on the date of execution of the attached Power of Attorney the duly elected President of **PHILADELPHIA INDEMNITY INSURANCE COMPANY**,

In Testimony Whereof I have subscribed my name and affixed the facsimile seal of each Company this 7 th day of Nov, 20 18.



Edward Sayago, Corporate Secretary  
**PHILADELPHIA INDEMNITY INSURANCE COMPANY**



**ADDENDUM NUMBER 1  
To  
SEALED BID #19005**

**Addendum No. 1 dated November 7, 2018 is issued to include the following:**

1. A pre-bid conference that will be held on Wednesday, November 14, 2018 at 10:00 a.m.

The pre-bid will be held at Fire Administration, Station 1 located at 125 S. 3<sup>rd</sup> Street, La Porte, TX 77571.

2. A lay down area may be made available for project related items. Contractor utilizes the lay down area at Contractors' own risk. Doing so will be sole responsibility of Contractor as City will not provide any security or be responsible for any liability of items stored (including, but not limited to theft, damage, etc.) or indemnification, thereof. Complete cleanup of the area is required prior to final payment being issued.
3. 4. The protection of existing facilities and grounds is sole responsibility of Contractor during all phases of construction through completion and acceptance by the city.
4. All materials provided under this contract are to be new and unused, in original packaging. No "close out" materials allowed.
5. EAST side of existing building must remain accessible 24/7 for duration of the project. Compressed air station is located here and must be available at all times.

**Please sign and return this Addendum No. 1 with bid**

**I am in receipt of Addendum No. 1**

\_\_\_\_\_  
**Signature**

Nov 7 / 2018  
**Date**

Regards,  
Sandie Scarborough, CPSM, C.P.M.  
Contract Administrator



November 13, 2018

**Addendum No. 2  
Bid #19005 - Fire Field Training Facility Addition**

**This Addendum No. 2 is issued to make the following clarifications and changes:**

1. Pre-bid meeting scheduled for Wednesday, November 14, 2018 is **CANCELLED** until further notice. Meeting tentatively re-scheduled for 1st week in January but will be announced by Addendum.
2. The City is having site soil testing performed. The process to receive results may take 2-3 weeks. Results will be made available to bidders by way of Addendum.
3. Bid opening is changed from the original opening date of November 20, 2018 at 2:00 p.m. until **Thursday, January 10, 2019 at 2:00 p.m., CST.**
4. Contractor shall be responsible for providing windstorm inspection and certification.
5. No review/ADA is required for the addition.

*(Please acknowledge receipt of Addendum No. 2 by signing below. RETURN with Bid)*

SIGNED:

**Please return signed Addendum No. 2 with your BID**

Regards,  
Sandie Scarborough, CPSM, C.P.M.  
Contract Administrator



City of La Porte

Established 1892

Purchasing Department

Cherell Daeumer, Purchasing Manager

December 28, 2018

**Addendum No. 3  
Bid #19005 - Fire Field Training Facility Addition**

**This Addendum No. 3 is issued to make the following clarifications and changes:**

1. Pre-bid meeting is scheduled for Thursday, January 3, 2019 at 10:00 a.m. Meeting will be held at Fire Administration, Station 1 located at 125 S. 3rd Street, La Porte, TX 77571.
2. Geophysical soil testing results are included with this Addendum No. 3.

***(Please acknowledge receipt of Addendum No. 3 by signing below. RETURN with Bid)***

SIGNED:

**Please return signed Addendum No. 3 with your BID**

Regards,  
Sandie Scarborough, CPSM, C.P.M.  
Contract Administrator

House Bill 89 VERIFICATION

I, BORAJA DJAVARZADEH (Person's name), the undersigned representative and authorized agent of (Company or Business name) AZTEC Renovation & Landscaping Co.

being an adult over the age of seventeen (17) years, do hereby verify that the company named above, as required under the provisions of Subtitle F, Title 10, Texas Government Code Chapter 2270:

1. Does not boycott Israel currently; and
2. Will not boycott Israel during the term of the contract the above named Company, has with City of La Porte, Texas.

Pursuant to Section 2270.001, Texas Government Code:

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

Jan 10/2019

DATE



SIGNATURE OF COMPANY REPRESENTATIVE

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

**FORM CIQ**

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

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

By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the vendor becomes aware of facts that require the statement to be filed. See Section 176.006(a-1), Local Government Code.

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

**OFFICE USE ONLY**

Date Received

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

AZTEC Renodeling & Landscaping CO

2  Check this box if you are filing an update to a previously filed questionnaire. (The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date on which you became aware that the originally filed questionnaire was incomplete or inaccurate.)

3 Name of local government officer about whom the information is being disclosed.

N/A

Name of Officer

4 Describe each employment or other business relationship with the local government officer, or a family member of the officer, as described by Section 176.003(a)(2)(A). Also describe any family relationship with the local government officer. Complete subparts A and B for each employment or business relationship described. Attach additional pages to this Form CIQ as necessary.

A. Is the local government officer or a family member of the officer receiving or likely to receive taxable income, other than investment income, from the vendor?

Yes  No

B. Is the vendor receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer or a family member of the officer AND the taxable income is not received from the local governmental entity?

Yes  No

5 Describe each employment or business relationship that the vendor named in Section 1 maintains with a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership interest of one percent or more.

6  Check this box if the vendor has given the local government officer or a family member of the officer one or more gifts as described in Section 176.003(a)(2)(B), excluding gifts described in Section 176.003(a-1).

7 [Signature]  
Signature of vendor doing business with the governmental entity

Jan 10 / 2019  
Date



# City of La Porte

Established 1892

# Purchasing Department

Cherell Daeumer, Purchasing Manager

### References:

Please PRINT or TYPE here, the names, addresses and other contact information of persons in a management capacity where other similar work has been provided within the last five (5) years, or is currently being provided that may be willing to provide a reference and recommendation for your company. Failure to complete and submit this form may be cause to disqualify your proposal. References provided must be for similar projects.

At least 2 references should be current and of a similar size and scope. Contractor shall also indicate the date services were performed and a brief description of the type of project completed for each reference provided.

Company Name	Contact	Address	Telephone	E-mail
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RAN Design	Richard Makover		713-952-7224	
	R.makover@yahoo.com			
	Build So many	Shopping Centers		(Reference Attached)

Company Name	Contact	Address	Telephone	E-mail
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City of GALVESTON	BRAX Easterwood		409-354-8976	
	EASTERWOOD	BEAIA.COM		
	Jack Johnson Park	(Structure, Concrete, Fence)		\$14,600

Company Name	Contact	Address	Telephone	E-mail
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Z-Co	Mike Butte		713-439-7922 or 832-724-9987	
	MIKE BUTTE	gmail.com		
	Project	Urban Retread		(ATTACHED)

Company Name	Contact	Address	Telephone	E-mail
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City of Deer Park	Wade Miller		281-478-7220	
	WMILLER	Deer Park TX.ORG		
	Concrete			\$307,700.00

Company Name	Contact	Address	Telephone	E-mail
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LLOYD W. DUNCAN			713-203-7386	
	LLOYD W DUNCAN	gmail.com		
	Project:	MOSES LAKE Boat Storage		\$130,700.00

Company Name	Contact	Address	Telephone	E-mail
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General Contractors	Serpis Robert Mullins		281-630-3883	
	OLLCS	ADL.COM		
	Seawall Transit	Galveston, Tx		\$265,000.00

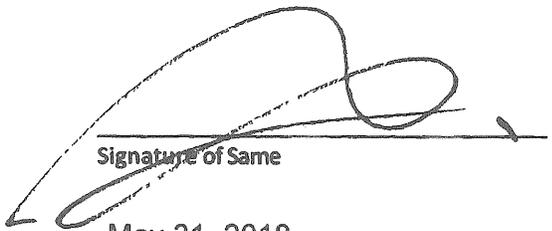


Reference Check Form

Vendor Name: Aztec Remodeling and Landscaping Co

1. How long have you used Aztec Remodeling and Landscaping Co in a Subcontractor capacity? Are they currently engaged with your company? Yes If not, when did you use their services? Since 2006
2. How many different projects have you worked with Aztec Remodeling and Landscaping Co on in a similar capacity? Please give Project details including dates, cost, and general description (feel free to attach additional sheet, in needed).  
RE: Attached
3. On a scale of one to ten, with ten being completely satisfied and one being completely unsatisfied, how would you rate the following:
  - a. Overall reliability 9
  - b. Overall vendor ability to meet timelines or deadlines 9
  - c. Overall vendor personnel experience level 10
4. On a scale of one to ten, with ten being excellent and one being unsatisfactory, how would you rate the following:
  - a. The company's attitude toward customer service? 10
  - b. The company's ability to resolve problems? 10
  - c. The company's overall performance? 10
5. On a scale of one to ten, with ten being "absolutely would" and one being "absolutely would not", would you recommend this vendor to someone? 10
6. In your opinion, what are the vendor's
  - a. Strengths? Response to customer needs, attention to details, good quality of work
  - b. Weaknesses? Can't think of any
  - c. Additional Comments?

Richard Makover  
Printed Name/Title of person Completing Form

  
Signature of Same

RAM Architects  
Company Name of Reference

May 31, 2018  
Date

## LIST OF PROJECTS

YEAR	PROJECT NAME	LOCATION	DESCRIPTION	BUDGET
2006	Grand Harbor Center	Houston, TX	Retail Center	\$ 1,680,399.00
2009	Pasadena ISD	Pasadena TX	Educational	\$ 680,000.00
2009	La Porte Arch Gateway	La Porte TX	Municipal	\$ 657,530.00
2010	Elder Care Center	Chambers County, TX	Medical	\$ 1,207,500.00
2012	Grant Retail	Houston, TX	Retail Center	\$ 866,000.00
2018	Housing	San Antonio, TX	Housing	\$ 1,500,000.00



Reference Check Form

Vendor Name: Aztec Remodeling and Landscaping Co

1. How long have you used Aztec Remodeling and Landscaping Co in a SUB CONTRACT capacity? Are they currently engaged with your company? YES if not, when did you use their services? \_\_\_\_\_
2. How many different projects have you worked with Aztec Remodeling and Landscaping Co on in a similar capacity? Please give Project details including dates, cost, and general description (feel free to attach additional sheet, in needed). URBAN RETREAT - PROJECT MANAGERS - 2015-16 \$485,000.00  
NORTH FRY TOWN CENTER - CONSTRUCTION PLANNING - CURRENT \$200,000  
FRANZ STORAGE - PROJECT PLANNING & MANAGEMENT - CURRENT \$600,000
3. On a scale of one to ten, with ten being completely satisfied and one being completely unsatisfied, how would you rate the following:
  - a. Overall reliability 10
  - b. Overall vendor ability to meet timelines or deadlines 9
  - c. Overall vendor personnel experience level 9
4. On a scale of one to ten, with ten being excellent and one being unsatisfactory, how would you rate the following:
  - a. The company's attitude toward customer service? 10
  - b. The company's ability to resolve problems? 8.5
  - c. The company's overall performance? 9.5
5. On a scale of one to ten, with ten being "absolutely would" and one being "absolutely would not", would you recommend this vendor to someone? 10
6. In your opinion, what are the vendor's
  - a. Strengths? RELIABLE - KNOWLEDGEABLE - HONEST
  - b. Weaknesses? TOO SOFT WITH SURS
  - c. Additional Comments? EXCELLENT CO. TO WORK WITH

MIKE BUTTE - PRESIDENT  
Printed Name/Title of person Completing Form

[Signature]  
Signature of Same

Z-Co. DEVELOPMENT CORP  
Company Name of Reference

6-6-18  
Date

**19005 - Fire Field Training Addition - Re-Bid**

**Notification Report:**

**Access Report:**

<b>Vendor Name</b>	<b>Reason</b>
3J Ryan, Inc.	Bid Notification
Advanced Starlight Internationa	Bid Notification
AHRG, Corporation	Bid Notification
All Pro General Construction, Ir	Bid Notification
aztec remodeling &landscaping	Bid Notification
Baukus Electric	Bid Notification
BidClerk	Bid Notification
CDC News	Bid Notification
Centennial Contractors Enterpr	Bid Notification
Civil Concepts	Bid Notification
CMC Development & Construc	Bid Notification
Comex Corporation	Bid Notification
ConstructConnect	Bid Notification
Construction Journal	Bid Notification
Construction Software Technol	Bid Notification
Containerhouse International Ir	Bid Notification
Cox Commercial Construction,	Bid Notification
D Davila	Bid Notification
DM Construction LLC	Bid Notification
Dodge Data & Analytics	Bid Notification
Dort & O'Connor Contractors	Bid Notification
DT Construction, LP	Bid Notification
EI Dorado Services Inc.	Bid Notification
Facility Solutions Group	Bid Notification
Frost Construction Co., Inc.	Bid Notification
General Contractor Services, Ir	Bid Notification
Grand Cayon Minority Contract	Bid Notification
HDR Engineering, Inc.	Bid Notification
Hearn Company	Bid Notification
HSC	Bid Notification
ILCOR Builders	Bid Notification
IMS	Bid Notification
IMS	Bid Notification
J.T.B. Services Inc	Bid Notification
JDC Services	Bid Notification
JEBCO inc.	Bid Notification
JetCo Solutions	Bid Notification
Kessler Painting	Bid Notification
KFT Fire Trainer, LLC	Bid Notification
L & M Contractors. Inc.	Bid Notification
L&L Supplies	Bid Notification
LEMCO	Bid Notification
Linbeck Group, LLC	Bid Notification
Locus Construction	Bid Notification
MAF Enterprises, Inc.	Bid Notification
MaxCon Construction, LLC	Bid Notification
McDonald Electric	Bid Notification
MCGrath Rentcorp	Bid Notification
MHB Construction, Inc.	Bid Notification
North America Procurement Cc	Bid Notification
Onvia	Bid Notification
Patak Construction, Inc.	Bid Notification
Perkens WS Corporation	Bid Notification
PLW Waterworks, LLC	Bid Notification
Post Oak Construction LLC	Bid Notification
Power Vac America, Inc.	Bid Notification
Public Works	Bid Notification
R.H. Shackelford, Inc.	Bid Notification
Ramtech Building Systems, Inc	Bid Notification
Reed Construction Data	Bid Notification
road runner restoration	Bid Notification
Royal Media Network Inc.	Bid Notification
SmartProcure	Bid Notification
South Ranger Construction Inc	Bid Notification
Star Metal Fabrication, Inc	Bid Notification
Superior Grouting	Bid Notification
The Blue Book Building & Cons	Bid Notification
The Gonzalez Group	Bid Notification
TUCON, LLC	Bid Notification
United Constructors of Texas	Bid Notification
Virtual Builders Exchange	Bid Notification

<b>Vendor Name</b>	<b>Reason</b>
Hearn Company	Bid Documents
The Blue Book Building & Cons	Bid Documents
North America Procurement Cc	Bid Documents
Onvia	Bid Documents
DT Construction, LP	Bid Documents
MAF Enterprises, Inc.	Bid Documents
BidClerk	Bid Documents
ConstructConnect	Bid Documents
Reed Construction Data	Bid Documents
The Gonzalez Group	Bid Documents
Superior Grouting	Bid Documents
Perkens WS Corporation	Bid Documents
Bandy, Incorporated	Bid Documents
Durba Construction	Bid Documents
ConstructConnect	
Wayne Enterprises	
Cox Commercial Construction,	Bid Documents
Cardno	
Post Oak Construction LLC	Bid Documents
CMC Development & Construc	Bid Documents
Centennial Contractors Enterpr	Bid Documents
Grand Cayon Minority Contract	Bid Documents
KFT Fire Trainer, LLC	Bid Documents
TUCON, LLC	Bid Documents
Acme Inc	
Comex Corporation	Bid Documents
HDR Engineering, Inc.	Bid Documents
Linbeck Group, LLC	Bid Documents
Ramtech Building Systems, Inc	Bid Documents
SO	
MaxCon Construction, LLC	Bid Documents
IMS	Bid Documents
ConstructConnect	
aztec remodeling &landscaping	Bid Documents
GC Engineering	
Construction Journal	Bid Documents
Scott Hughes	
ILCOR Builders	Bid Documents
Dodge Data & Analytics	Bid Documents
SmartProcure	Bid Documents
Containerhouse International Ir	Bid Documents
CMS	
Construction Software Technol	Bid Documents
Tukmol General Contractor	
L&L Supplies	Bid Documents
Advanced Starlight Internationa	Bid Documents
Locus Construction	Bid Documents
Public Works	Bid Documents





## Council Agenda Item February 11, 2019

### 7. **ADMINISTRATIVE REPORTS**

- Drainage and Flooding Committee Meeting, Monday, February 25, 2019
- La Porte Development Corporation Board Meeting, Monday, February 25, 2019
- City Council Meeting, Monday, February 25, 2019
- Planning and Zoning Commission Meeting, Thursday, 21, 2019
- Zoning Board of Adjustment Meeting, Thursday, February 28, 2019

8. **COUNCIL COMMENTS** regarding matters appearing on the agenda; recognition of community members, city employees, and upcoming events; inquiry of staff regarding specific factual information or existing policies. Councilmembers J. Martin, K. Martin, Gillett, Zemanek, Bentley, Engelken, Earp, Ojeda and Mayor Rigby

### **ADJOURNMENT**

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