



THE RANCH
at
CYPRESS CREEK
Municipal Utility District #1



REQUEST FOR PROPOSALS
FOR
REPLACEMENT OF CONCRETE FENCE IN THE DISTRICT

Due Date:

FRIDAY October 27, 2023
4:00 PM CDT

Submit inquiries and responses to:

RFPCCommittee@ranchatcc.org

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Introduction

The Ranch at Cypress Creek Municipal Utility District #1, "District," is requesting proposals from qualified companies to provide a new concrete barrier fence with stone columns to replace the current concrete fence and columns within the District. Proposals are invited from any company which can comply with all applicable requirements of the Texas Water Code and with the objectives of the District.

The selected company and personnel will have the experience and knowledge to safely and securely remove the existing concrete fence and stone column structures and build a new concrete fence and stone columns in its location according to the District Board's instructions and local, state and/or federal licensing, regulations, and requirements.

The District anticipates entering into an agreement with the selected company within a few months of the selection of a company with work commencing soon thereafter.

Background

The Ranch at Cypress Creek MUD is a suburban community consisting of approximately 347 acres in southwestern Williamson County and northwestern Travis County, the majority of which has been developed for single-family residences. The District is divided among three areas, Deer Creek HOA, Ranch at Cypress Creek HOA, and the remaining sections which are not part of an HOA, see page 6 for details. The District's Board of Directors is tasked with all financial and management duties and responsibilities for the District as dictated by the Texas Water Code and other state or local ordinances or laws.

Scope of Work

The selected company will be responsible for removing the existing concrete fence within the District and installing a new concrete fence, including stone columns, in its place, which may include:

- Coordinating with the Board or Board representatives regarding the scheduling of replacement of the concrete fencing, specifically, which sections will be worked on which days/weeks.
- Assist the Board, as needed or requested, in communicating to District residences whose property contains the easement for the concrete fence or whose property line is next to the easement for the concrete fence.
- Provide monthly, weekly preferred, reports to the District on the progress of the work, indicating what section(s) have been completed, which sections are under construction, and any updates to the work timetable, issues to be resolved, and/or any unresolved communications between residents and company or its workers.
- Company shall supply a master schedule of the work indicating how the work will be done, chronologically by section or area, and include overall start dates and anticipated end dates, as well as projected payment scheduled will be required prior to the

Schedule and Process

Anticipated Schedule

Disclaimer: Dates are subject to change at the District's discretion. Changes to proposal deadlines will be posted on the District's website, along with any other RFP modifications and addenda. It is the proposer's responsibility to periodically check the website prior to submitting a proposal.

District Webpage: <https://www.ranchatcc.org/requests-for-proposals/>

<i>Event</i>	<i>Anticipated Date</i>
RFP for Cement Wall Work Released	September 20, 2023
Week for meeting with District Reps if necessary	Week of Oct 2-6, 2023
Deadline to submit written questions regarding the RFP	October 13, 2023
Deadline for submission of proposals	October 27, 2023
Staff recommendation for selection	November 6, 2023
Selection Approved by Board	November 16, 2023
Contract Negotiations and finalization	November 20-30, 2023
Contract period begins	December 1, 2023

Process for Asking Questions

The District will only accept written questions and requests for clarification. Requests must be sent by email to RFPCommittee@ranchatcc.org. The District aims to answer all questions via email within two business days after receipt.

Proposal Submission Requirements

Submitted proposals shall contain the following elements:

1. A cover letter providing general background of the company and the company's experience providing similar services to a MUD, HOA, or similar entities. Include the title and signature of the company's contact person for the proposal. The signatory shall be a person with official authority to bind the company.
2. A narrative presenting the company's approach to addressing replacement of the cement walls and stone columns, including what materials will be reused, what new materials will be needed as well as other information deemed pertinent.
3. A brief narrative which indicates the management structure of the company, the names of supervising personnel likely to be assigned to the District work.
4. A list of similar projects for which the company has provided work. Provide the name of the entity, contact name, contact email, and contact phone number for reference purposes as well as the address of similar work to be reviewed by District Directors.
5. Proposed cost estimation of work in linear feet and/or by wall section.
6. The selected company will be required to enter into a written agreement with the District.

7. Declaration of any potential conflicts of interest District vendors, suppliers, and providers, as follows:
 - Bickerstaff Heath Delgado Acosta, LLP, - 1111 W. 6th St., Suite 400, Austin, TX 78703
 - L & S District Services, LLC – P. O. Box 170, Tomball, TX 77377
 - Rivera Engineering – 7500 Rialto Blvd., Austin, TX 78735
 - Public Finance Group – Cheryl Allen, 7004 Bee Caves Rd., Suite 315, Austin, TX 78746
 - EcoSystems Landscaping Services – 1700 Dungan Land, Austin, TX 78754
 - Statewide Patrol – 2028 E. Ben White Blvd., Ste 220, Austin, TX 78741
 - Clawson Disposal Services – P. O. Box 416, Jarrell, TX 76537
 - Connect Community Management, LLC – 201 S. Lakeline Dr Ste, Cedar Park, TX 78613
8. **Proposers must submit their proposals by email to RFPCCommittee@ranchatcc.org before 4:00pm Central Standard Time on Friday, October 27, 2023.**

Selection Criteria

Proposals will be considered only from companies normally engaged in providing the types of services specified herein. Proposals will be evaluated based on the company's ability to successfully perform all requirements, including, but not limited to, the following factors:

1. *Past Performance Record.* Experience in work of similar complexity and scale.
2. *Staffing Capabilities / Technical Competence.* Ability to provide an appropriate level of staffing with proven expertise in the area of work required, including familiarity with Municipal Utility Districts or HOA-type communities.
3. *Approach to Work.* Proposed approach for implementing the removal and replacement of the District's cement fencing.

Submission Deadline and General Information

Companies shall submit one electronic copy of the proposal in .pdf format no later than **4:00 PM on Friday, October 27, 2023**. Hard copies are not required. Proposals should be submitted via email to: RFPCCommittee@ranchatcc.org

Additional Information

- The District reserves the right to request additional information from any and all those submitting proposals.
- The District reserves the right to accept or reject any Proposal in part or in its entirety.
- The selected company shall provide insurance policies in accordance with the requirements of the agreement including, but not limited to, property & liability insurance and Workers Compensation.
- All costs incurred in the preparation of the Proposal, in the submission of additional information and/or in any other aspect of the Proposal prior to the award of a written contract will be borne by the proposing company. All proposals submitted to the District in response to this Request for Proposal shall become property of the District and subject to any Public Information Requests to the extent allowed by Texas law.

Map of District

The location of the District’s cement walls are indicated on the map below. Company is encouraged to schedule a meeting with District representatives to discuss the scope of work, location of cement walls to be replaced, as well as the methodology and to determine the total linear feet of the current cement wall for RFP purposes.

