

Request for Proposals for Boundary & Topographic Survey

RFP Closing Date: **January 9, 2020**

RFP Closing Time: **4:00 p.m.**

Introduction:

The Greater Brownsville Incentives Corporation (GBIC) is requesting proposals from qualified firms and individuals to provide Boundary & Topographic Survey services for the approximately 500-acre FM 511 GBIC Industrial Park.

The Greater Brownsville Incentives Corporation (GBIC) is the "Type A" economic development organization for the City of Brownsville, Texas.

Description of Services:

A boundary survey which establishes the property corners and property lines. A topographic survey which locates all improvements and topographical features such as elevations of the land, embankments, contours, watercourses, ditches, utilities, etc.

Submittal Requirements & Contents:

1. Firm Name
2. Business Address
3. Telephone Number
4. Location of Branch Offices and Home Office
5. Year Business Established
6. Type of Organization (Individual, Partnership, Corporation)
 - a) **Executive Summary:**
Describe your understanding of the scope of work to be performed and your firm's ability to perform the work.
 - b) **Team Qualifications:**
Identify the specific partners, managers, and in-charge staff who will be assigned to this engagement. Provide their bios specifying experience relevant to the type of services requested.
 - c) **Fees:**
Please provide an estimate of fees, billing rates for the anticipated services to be provided, and billing frequency. Please indicate whether you are willing to make a commitment to a fixed fee schedule.

d) **Client References:**

Include a list of relevant clients that your firm has served within the past three years.

Selection Criteria:

25 Points	Qualifications, experience and expertise
25 Points	Firm's profile, staff resources, it's principals, current workload
20 Points	Firm's approach for land surveying
10 Points	Familiarity with the City of Brownsville and Economic Development
10 Points	Firm's projects within last five years and references
10 Points	Firm's fee and billing policies

100 Points Total

Submission Requirements:

In order to be considered, submittals must be received no later than 4:00 p.m. on Thursday, January 09, 2020.

Mail or hand delivery submittals:

Greater Brownsville Incentives Corporation
Attn: Administration
500 East Saint Charles
Brownsville, Texas 78520

An electronic file submittal is required to be sent to:
administration@greaterbrownsville.com

Questions can be submitted in writing to:

Ramiro Aleman, Director of Business Recruitment, Retention & Expansion
Email: r Aleman@greaterbrownsville.com
Please use email subject head- RFP INQUIRY (Master Plan)

Legal Descriptions per Cameron Appraisal District:

- ESPIRITU SANTO GRANT SHARE 22 105.573 AC OUT OF 173.957 ACRES TRACT G-2 ABST 2
- ESPIRITU SANTO GRANT SHARE 22, 268.58 ACS OUT OF 348.13 ACS OF 477.00 ACS OUT OF 745.41 ACS TRACTS C D F H-M & O-Z
- ESPIRITU SANTO GRANT SHARE 22 68.384 AC OUT OF 173.957 ACRES TRACT G-2 ABST 2 (AKA BAILY ACRES PT LOTS 27 - 30 & ALL LOTS 31 - 34)
- ESPIRITU SANTO GRANT SHARE 22 73.682 ACS OF 477.00 ACS OUT OF 745.41 ACS TRACTS C D F H-M & O-Z

