



***Request for Qualification Statements***

***For***

***Program and Project Management Services***

*As required by the Gregg County Texas Regional Airport and in accordance with. U. S. Department of Transportation, Federal Aviation Administration Advisory Circular 150-5100-14D.*

**RFQ# 2014-407**

***Gregg County, Texas***

**DUE DATE: Monday, October 27, 2014**

**BY: 2:00pm**

*Gregg County Purchasing Office  
101 East Methvin Street, Suite 205  
Longview, Texas 75601*

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*This Table of Contents is intended as an aid to bidders and not as a comprehensive listing of the bid package. Bidders are responsible for reading the entire bid package and complying with all specifications.*

**GREGG COUNTY, TEXAS**  
**REQUEST FOR STATEMENT OF QUALIFICATIONS**

In accordance with the Laws of the State of the Texas, Gregg County is requesting Qualification Statements from persons or firms who can adequately demonstrate that they have the resources, experience and qualifications to provide services necessary for Program, Project and Construction Management Services as required by the Gregg County Texas Airport and in accordance with. U. S. Department of Transportation, Federal Aviation Administration Advisory Circular 150-5100-14D.

**SEALED QUALIFICATION STATEMENTS** addressed to the Purchasing Agent for Gregg County, Texas must be received in the Purchasing Department at, 101 East Methvin, Suite 205, Longview, Texas 75601 not later than 2:00 p.m. on Monday, October 27 2014, for the following project:

***Program, Project and Construction Management Services***  
***RFQ # 2014-407***

Solicitation documents are now posted on the Gregg County Website [www.co.gregg.tx.us](http://www.co.gregg.tx.us) on the Purchasing Department webpage. Only paper responses are allowed for this RFQ; facsimiles will not be accepted. Paper documents may be obtained from the office of the Purchasing Agent at 101 East Methvin, Suite 205, and Longview, Texas 75601.

**All documents relating to this Request for Qualification including but not limited to, the bid document, questions and their responses, addenda and special notices will be posted under on the Gregg County Purchasing Department website and available for download by bidders and other interested parties. It is the bidders'/respondents' sole responsibility to review this site and retrieve all related documents prior to the Bid due date.**

## *INSTRUCTIONS*

- ❖ **Submission of Qualification Statements:** Two (2) complete sets of original proposal documents with original signatures and one flash drive (jump, thumb) with a copy of proposal statement shall be sealed and **marked** RFQ# 2014-407 Airport Program Management Services and mailed/hand delivered to the address below by the closing date specified. **A facsimile transmission is not an acceptable response to this RFQ Process.**

Gregg County Purchasing  
Kelli Davis, CPPB, Purchasing Agent  
101 East Methvin, St. 205  
Longview, Texas 75601

- ❖ Questions concerning this Qualification Statement process shall be directed to Gregg County Purchasing Director by email to [purchasing@co.gregg.tx.us](mailto:purchasing@co.gregg.tx.us); Kelli Davis. Failure to comply with this guideline could result in disqualification.
- ❖ **All statement returns must be sealed** when returned to Gregg County.
- ❖ STATEMENT PROPOSALS WILL BE received and publicly acknowledged at the Gregg County Purchasing Department located at the address listed above on Monday, October 27, 2014 by 2:00PM. Vendors, their representatives and interested persons may be present; only the names of the proposal returns will be read aloud – all proposal information will remain confidential until a contract is awarded; if any.
- ❖ It is the bidders' sole responsibility to print and review all pages of the bid document, attachments, questions and their answers, addenda and special notices. Failure to provide original signatures on these forms could render proposal non-responsive.
- ❖ **Any proposals received after the date and/or hour set for bid opening will not be accepted. Bidder will be notified and will advise Gregg County Purchasing as to the disposition by either pick up, return at bidder's expense, or destroyed with written authorization of the bidder.** If proposals are sent by mail to the Purchasing Department, the bidder shall be responsible for actual delivery of the proposal to the Purchasing Department before the advertised date and hour for opening of bids. If mail is delayed either in the postal service or in the internal mail system of Gregg County beyond the date and hour set for the bid opening, bids thus delayed will not be considered and will be disposed of as authorized.

### *Applicable Definitions*

**Bid** - shall mean bid for IFBs (invitation for bid), proposal for RFPs (request for proposal) and RFQs (request for qualifications)

**Contractor** – shall mean prime contractor for IFBs, RFPs and RFQs. For RFSs, Contractor shall mean Prime Consultant.

**Proposer / Bidder / Respondent** - shall mean a person or firm who submits an RFQ.

**Subcontractor** - shall mean subcontractor for IFBs, and RFQs. For RFSs, Subcontractor shall mean Sub consultant.

**DBE** - Disadvantaged Business Enterprise (specific to Federally-funded Projects – generally FAA, DOTD or FTA projects).

**S/DBE** - is a Small Disadvantaged Business Enterprise again, specific to Federally-Funded Projects - a group that is defined by the Government as "presumptively disadvantaged" by provisions of CFR 49). DBE or SDBE

**FAA** – Federal Aviation Administration

## *Standard Terms & Conditions*

- Gregg County reserves the right to not accept late statements. Each firm is responsible for insuring that responses to this RFQ have been delivered by the date, time and to the location as specified in this Request for Qualifications. The receipt of the qualifications submitted will be acknowledged as received only, and does not constitute any acceptance by Gregg County as an offer. Documentation will become a part of the Commissioners Court minutes only after selection is made, if any.
- Only the Commissioners Court of Gregg County, Texas acting as a body may enter into any type of agreement or contract on behalf of Gregg County. Department heads, other elected or appointed officials, are not authorized to enter into any type of agreement or contract on behalf of Gregg County, or to agree to any type of supplemental agreements or contracts for goods or services. Contracts are subject to review by the County's attorney prior to signature by the authorized County official.
- Gregg County is wholly committed to developing, establishing, maintaining, and enhancing minority business involvement in the total procurement process. The County, its contractors, their suppliers and sub-contractors, vendors of goods, equipment, services, and professional services, shall not discriminate on the basis of race, color, religion, national origin, age, handicap, or sex in the award and/or performance of contracts. However, competition and quality of work remain the ultimate standards in contractor, sub-contractor, vendor service, professional service, and supplier utilization. All vendors, suppliers, professionals and contractors doing business or anticipating doing business with Gregg County shall support, encourage and implement steps toward our common goal of establishing equal opportunity for all citizens of Gregg County.
- Gregg County reserves the right to request clarification of information submitted and to request additional information of one or more Respondents.
- Costs of preparation of a response to this request are solely those of the Respondent. Gregg County assumes no responsibility for any such costs incurred by the Respondent. The Respondent also agrees that Gregg County assumes no responsibility for any costs associated with any administrative or judicial proceedings resulting from the solicitation process.
- Before the contract is awarded the consultant shall pay all taxes, licenses, fees, and other charges which may be outstanding and due to the County.
- All documents submitted as part of the vendor's offering will be deemed confidential during the evaluation process.
- Gregg County reserves the right to accept or reject any or all bids, with or without cause, to waive technicalities, or to accept the bid which, in its sole judgment, best serves the interest of the County, or to award a contract to the next most qualified Respondent if a successful Respondent does not execute a contract within 10 business days after approval

of the selection by the Gregg County Commissioners Court. Gregg County Reserves the right to award multiple contracts as necessary and in the best interest of the County.

- Respondent understands and agrees that in returning a response to this proposal/bid that it is neither an "offer" nor an "acceptance" until such time a formal contract is authorized/awarded by the Gregg County Commissioners Court; if any.
- Gratuities– Gregg County may, by written notice to the Seller, cancel this contract without liability to Seller if it is determined by Gregg County that gratuities, in the form of entertainment, gifts, or otherwise, were offered or given by the Seller, or any agent or representative of the Seller, to any officer or employee of Gregg County with a view toward securing a contract or securing favorable treatment with respect to the awarding or amending, or the making of any determinations with respect to the performing of such a contract. In the event this contract is canceled by Gregg County pursuant to this provision, Gregg County shall be entitled, in addition to any other rights and remedies, to recover or withhold the amount of the cost incurred by Seller in providing such gratuities.
- Conflict of Interest: No public official shall have interest in this contract except in accordance with Vernon's Texas Codes Annotated, Local Government Code Title 5, Subtitle C, Chapter 171. State Law (CHAPTER 176 of the Local Government Code) requires the filing of a CONFLICT OF INTEREST QUESTIONNAIRE by certain individuals and businesses.
- **Prompt Payment Clause** - Gregg County, Texas will, after acceptance of goods or services and the receipt of a proper invoice from the awarded contractor, process request for payment, said payment to be paid within forty-five (45) days. Prime contractors shall then be required to ensure payment is made to any designated small or disadvantaged business (subcontractors), within fifteen (15) workdays of receipt of payment to the prime contractor from the County. Upon satisfactory completion of a contract, the County and/or prime contractor will ensure that any retainage payments are returned within thirty (30) workdays. Failure to comply with the terms of this requirement may be grounds for termination of the contract by the County.
- **Affirmative Action Clause** - The contractor, sub recipient or subcontractor shall not discriminate on the basis of race, color, national origin or sex in the performance of this contract. The contractor shall carry out applicable requirements of the appropriate funding guidelines for each contract. Failure by the contractor to carry out these requirements is a material breach of the contract which may result in the termination of this contract or such other remedy as the County deems appropriate.
- **Subcontractor Payment Certification** - Every contract by the County for the performance of work will contain a provision requiring the prime contractor to certify in writing that all subcontractors and suppliers have been paid for work and materials from previous progress payments received (less any retainage) by the prime contractor prior to receipt of any further progress payments. In the event a contractor is unable to pay subcontractors or suppliers until it has received a progress payment from the County, the

prime contractor shall pay all subcontractors or suppliers funds due, from said progress payments within forty-eight hours of receipt of payment from the County. During the contract and upon completion of the contract, the County may request documentation to certify payments to subcontractors or suppliers. This provision in no way creates any contractual relationship between any subcontractor and the County or any liability on the County for the contractor's failure to make timely payment to the subcontractor.

### ***Disadvantaged Business Enterprise (DBE) Contract Clauses***

***Program Purpose:*** The East Texas Regional Airport has established a DBE Program in accordance with regulations of the U. S. Department of Transportation (DOT), 49 CFR Part 26. It is the policy of the East Texas Regional Airport to ensure that DBEs as defined in Part 26, have an equal opportunity to receive and participate in DOT-assisted contracts. Therefore, when the goal has not been met, prime contractors are required to submit proof showing that good faith efforts have been made, if appropriate, to contract with DBE subcontractors. All efforts must be documented.

The following Disadvantaged Business Enterprise Contract Clauses and Good Faith Effort Requirements are only a small part of the Airports DBE Program. Any Deviations from the DBE Requirements listed herein must be clearly identified with each solicitation response.

### ***DBE Participation Good Faith Effort Requirements***

During the contract and upon completion of the contract, the County may request documentation to certify payments to subcontractors or suppliers. This provision in no way creates any contractual relationship between any subcontractor and the County or any liability on the County for the contractor's failure to make timely payment to the subcontractor.

### ***Participation of Small Disadvantaged Business Concerns***

Specific goals are set on federally funded contracts as determined by the regulating federal agency and language to that effect shall be included in those contracts. Failure by a contractor or service provider to include these designated businesses could constitute breach of contract and result in remedial action. Assurance of utilization of S/DBE and DBE subcontractors is given thru the Letter of Intent. This letter must be provided by the apparent low bidder.

### ***Insurance Requirements***

The Consultant shall at its own expense provide and maintain certain insurance in full force and effect at all times during the term of this Agreement and any extensions thereto.

Such insurance, at a minimum, must include the following coverage's and limits of liability.

- ✓ Commercial General Liability Insurance in an amount not less than a combined single limit of \$1,000,000 per occurrence.
- ✓ This policy should be endorsed to name the County as an additional insured.

- ✓ Proof of insurance coverage shall be furnished to Gregg County by means of a Certificate of Insurance form before any part of the service specified by this Agreement commences.
- ✓ The payment of any deductible specified by such insurance policy shall be the responsibility of the awarded bidder.

### ***Proposed Term of Contract***

The intended term of this contract is for one year. The contract may be renewed for two (2) additional one year periods upon written agreement and mutual consent of both parties. Any renewals must be approved by the Gregg County Commissioners Court.

### ***Sub-Contractor Payment Certification***

County Performance Contracts will contain a provision requiring the prime contractor to certify in writing that all subcontractors and suppliers have been paid for work and materials from previous progress payments received (less any retainage) by the prime contractor prior to receipt of any further progress payments.

In the event a contractor is unable to pay subcontractors or suppliers until it has received a progress payment from the County, the prime contractor shall pay all subcontractors or suppliers funds due, from said progress payments within forty-eight hours of receipt of payment from the County.

During the contract and upon completion of the contract, the County may request documentation to certify payments to subcontractors or suppliers. This provision in no way creates any contractual relationship between any subcontractor and the County or any liability on the County for the contractor's failure to make timely payment to the subcontractor.

During the contract and upon completion of the contract, the County may request documentation to certify payments to subcontractors or suppliers. This provision in no way creates any contractual relationship between any subcontractor and the County or any liability on the County for the contractor's failure to make timely payment to the subcontractor.

### ***Audits***

The Owner will retain the right to audit the accounting records of this project upon demand for up to 1 year after final completion of the work. The accounting method must clearly show the breakdown of the following as a minimum:

- Specific wage rates for all trades
- Premium time mark-ups for all trades, if any
- Contractor's fee
- Subcontractors' mark-ups
- Insurance and bond costs

Audits will occur at regular or irregular intervals. Audits will use the pricing information provided at bidding as the basis for verification of costs at each audit.

## ***BONDING REQUIREMENTS***

If applicable, a Bid Bond shall be required. Pursuant to the provisions of Section 262.032 (a) of the Texas Local Government Code, if the contract contemplated by this request is a bid for the construction of public works, or will be under a contract exceeding \$100,000.00, Gregg County may require the vendor to execute a good and sufficient bid bond in the amount of five percent (5%) of the total contract price. Said bond shall be executed with a surety company authorized to do business in the State of Texas.

If applicable, a Performance Bond shall be required. Pursuant to the provisions of Section 262.032 (b) of the Texas Local Government Code, within thirty (30) days of the date of the signing of a contract or issuance of a purchase order following the acceptance of a bid by Gregg County Commissioners Court and prior to commencement of the actual work, the successful vendor shall furnish a performance bond to Gregg County for the full amount of the contract if the contract exceeds \$50,000.00. Said bond shall be for the purpose of insuring the faithful performance of the work in accordance with the plans, specifications and contract documents associated with the contract.

If applicable, a Payment Bond shall be required. Pursuant to the provisions of Section 2253.021, Texas Government Code, if the amount of the contract awarded to the successful vendor exceeds \$25,000.00, the successful vendor shall execute a payment bond in the amount of the contract. Said bond is solely for the protection and use of payment bond beneficiaries who have a direct contractual relationship with the prime contractor or a subcontractor to supply public work labor or material. This bond must be issued to the County within ten (10) days of the award of the contract and before vendor begins the work.

If applicable, a Performance Bond shall be required. Pursuant to the provisions of Section 2253.021, Texas Government Code, if the amount of the contract awarded to the successful vendor exceeds \$100,000.00, the successful vendor shall execute a performance bond in the amount of the contract. Said performance bond is solely for the protection of Gregg County and is conditioned on the faithful performance of the work in accordance with the plans, specifications, and contract documents. This bond must be issued to the County within ten (10) days of the award of the contract and before the vendor begins the work.

## ***CRIMINAL BACKGROUND CHECKS***

**Criminal background checks will be performed on any contractors, and contractor's employees that will require them to enter/work in any sensitive security areas at any of Gregg County's Facilities. These include, but are not limited to, Gregg County Airport, Gregg County Courthouse, Gregg County Sheriff's Department and/or Gregg County Jails.**

**The following will apply to awarded vendor personnel.**

- The successful bidder shall provide information, including, but not limited to, name, date of birth, and driver's license number for each individual who will be performing work on Gregg County property.
- Vendor personnel who perform work on Gregg County property must submit to and pass a Sheriff's Department Criminal Background Check. That status must be maintained by all vendor personnel entering County buildings for the duration of the contract.
- Criminal Background checks conducted by your firm may or may not be acceptable to certain departments depending on their particular requirements. The County reserves the right to conduct additional Criminal Background Checks as it deems necessary.
- Award of a contract could be affected by your firms' refusal to agree to these terms. Award could also be affected if your firm is unable to supply personnel who can pass a Criminal Background Check.

**The Criminal Background Check applies to the individual and not the company.**

## *Scope of Work*

Gregg County, Texas through the East Texas Regional Airport (hereinafter referred to as “the Airport”), will accept sealed qualification statements from consultant (hereinafter referred to as “consultant”) to provide Program, Project and Construction Management Services as required by the Airport in accordance with the United States Department of Transportation Federal Aviation Administration Advisory Circular 150-5100-14D. The East Texas Regional Airport is conducting a competitive selection process to obtain these services.

**Awarded Bidder will be expected to service an integrated extension of staff to provide project oversight for program, project and construction management services. Those services may include but are not limited to the following:**

### **Program Management Services**

Review of Federal Aviation Administration Grant requests; periodic requests for reimbursement; monthly construction status reports, and preliminary, current and final budgets and schedules. Review all changes to the Work which may potentially relate to errors and omissions in the project plans and specifications and resultant schedule extensions and additional costs incurred by the East Texas Regional Airport. Advise and provide assistance in the development of schedule, budget and document control methodologies.

Review all schedules, budgets and documents related to specific projects. Assist in design definition, design development, safety and phasing issues, value engineering and cost control methodologies. Advise and provide assistance for project schedule management, design schedule and budgets, design review and all general project correspondence related to the projects.

## *Statement Submission Requirements*

Qualified professional firms or individuals interested in responding to this RFQ should include the following information along with your qualification statement. All information should be current within the past twenty four (24) months. **The Bidder shall submit qualification statements in the order listed below.**

- A. Executive summary should include full name, principal business address, email, telephone number and fax number for the firm; the total number of employees; a breakdown of any administrative support that will aid in the consultation to Gregg County. Include a resume of all personnel to be engaged in the project including professional history, professional registrations and affiliations.
- B. Statement of experience and qualifications of the individual, firm. Include the history of the firm including predecessor firms, if any, and establishment of current firm. Please also include the following information:
  - ✓ Include information regarding any pending or past lawsuits within 10 years. At least ten (10) years of experience in the management of planning, design, permitting, and construction of landside and airside airport facilities.
  - ✓ Prior experience acting as an integrated extension of airport staff to provide Project Oversight for Program, Project and Construction Management Services.
  - ✓ Experience managing concurrent and multi-year capital improvement programs including runway, taxiway and roadway rehabilitation and construction, terminal design and construction, safety programs, maintenance of operations issues and phasing plans; drainage design and construction, infrastructure improvements, signage and pavement marking improvements, and corporate and T-hangar layout, design and construction and other projects as determined by the Airport.
  - ✓ Previous multi-year experience in airport management.
- C. List of references and engagements for similar projects, both in scope and nature. Proponents will include the description of the project and the name, address and phone number of a reference contact. Familiarity with the Federal Administration Airport Improvement Program, Advisory Circulars, Orders, Regulations, the Airport Improvement Program and Airport Master Planning.
- D. Include statement of certificate of insurance as required.
- E. Any detailed list of services to be provided by other firms, individuals or contractors.
- F. A statement as to other services and strategies provided by the person or firm that will improve the County's project and/or process.
- G. Completed forms with original Signatures.

## Evaluation Criteria/Process

Qualifications will be evaluated based upon the following criteria and the associated grading scale will be a maximum of 100 points or a maximum of 10 points for each of the five (5) qualifications listed below.

The RFQ will be evaluated using the following criteria:

<b>Criteria</b>	<b>Maximum Points</b>
Experience in similar projects	40
Knowledge of FAA Standards & Policies	20
Professional qualifications and credentials of firm or individual	20
references	10
Responsiveness to all bid requirements and clarity of response	10
<b>Total</b>	<b>100</b>

Additional information may be required at the time interviews are conducted. Gregg County Commissioners Court will make the final selection and approve a proposed contract, if any.

# Bid Forms

***CERTIFICATION OF ELIGIBILITY***

By submitting a bid or proposal in response to this solicitation, the bidder/proposer certifies that at the time of submission, he/she is ***not*** on the Federal Government's list of suspended, ineligible, or debarred contractors.

In the event of placement on the debarred/suspended list between the time of bid/proposal submission and time of award, the bidder/proposer will notify the Gregg County Purchasing Agent. Failure to do so may result in terminating this contract for default.

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Printed Name:** \_\_\_\_\_

**PROPOSAL SIGNATURE FORM**

The undersigned agrees this bid becomes the property of Gregg County after the official opening.

The undersigned affirms he/she has familiarized himself with the local conditions under which the work is to be performed; satisfied himself/herself of the conditions of services, delivery, handling and storage of equipment and all other matters which may be incidental to the work, before submitting a bid.

The undersigned affirms that they are duly authorized to execute a binding contract, that this proposal has not been prepared in collusion with any other Bidder, nor any employee of Gregg County, and that the contents of this bid have not been communicated to any other bidder or to any employee of Gregg County prior to the official opening of this bid.

Vendor hereby assigns to purchaser any and all claims for overcharges associated with this contract which arise under the antitrust laws of the United States, 15 USCA Section 1 et seq., and which arise under the antitrust laws of the State of Texas, Tex. Bus. & Com. Code, Section 15.01, et seq.

The undersigned affirms that they have read and do understand the bid packet, scope of work and any attachments. ***Failure to sign and return this form could result in the rejection of the entire bid.***

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

Company Name	
Address	
City/State/Zip Code	
Phone:	Office:                      Fax: Cell:                              Email:
Print Name	
Job Title	

To: Vendors of Gregg County, Texas  
From: Kelli L. Davis, CPPB, Purchasing Agent  
Re: *Conflict of Interest Form (CIQ)*

Vendor;

Attached, please find a Conflict of Interest Questionnaire. Please complete this form if you have an applicable conflict of interest with any Gregg County Official, Employee, or Department. The questionnaire should reflect the name of the individual with whom the conflict of interest occurs. Please DO NOT complete this form if you do not have a viable conflict. If you have any questions, please contact the Gregg County Purchasing Department at 903-237-2684.

Original completed forms should be sent/mailed to the Gregg County Purchasing Department and/or emailed to [purchasing@co.gregg.tx.us](mailto:purchasing@co.gregg.tx.us).

**Gregg County Purchasing Department**  
**101 East Methvin, St. 205**  
**Longview, TX 75601**

By submitting a response to this request a vendor represents that it is in compliance with the requirements of Chapter 176 of the Texas Local Government Code.

***Applicable Law***

Chapter 176 of the Texas Local Government Code requires that any vendor or person considering doing business with a local government entity disclose in the Questionnaire Form CIQ, the vendor or person's affiliation or business relationship that might cause a conflict of interest with a local government entity. By law, this questionnaire must be filed with the records administrator of Gregg County (County Clerk) no later than the 7<sup>th</sup> business day after the date the person becomes aware of facts that require the statement to be filed. See Section 176.006, Texas Local Government Code.

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

**FORM CIQ**

This questionnaire reflects changes made to the law by H.B. 1491, 80th Leg., Regular Session.  
 This questionnaire is being filed in accordance with Chapter 176, Local Government Code by a person who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the person 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 person becomes aware of facts that require the statement to be filed. See Section 176.006, Local Government Code.  
 A person commits an offense if the person knowingly violates Section 176.006, Local Government Code. An offense under this section is a Class C misdemeanor.

OFFICE USE ONLY	
Date Received	

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

**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 the originally filed questionnaire becomes incomplete or inaccurate.)

**3** Name of local government officer with whom filer has employment or business relationship.

\_\_\_\_\_

Name of Officer

This section (item 3 including subparts A, B, C & D) must be completed for each officer with whom the filer has an employment or other business relationship as defined by Section 176.001(1-a), Local Government Code. Attach additional pages to this Form CIQ as necessary.

A. Is the local government officer named in this section receiving or likely to receive taxable income, other than investment income, from the filer of the questionnaire?

Yes       No

B. Is the filer of the questionnaire receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer named in this section AND the taxable income is not received from the local governmental entity?

Yes       No

C. Is the filer of this questionnaire employed by a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership of 10 percent or more?

Yes       No

D. Describe each employment or business relationship with the local government officer named in this section.

**4**

\_\_\_\_\_

Signature of person doing business with the governmental entity

\_\_\_\_\_

Date

Adopted 06/29/2007



Gregg County Purchasing Department  
Kelli L. Davis, CPPB Purchasing Agent  
101 E. Methvin St., Suite 205, Longview, Texas 75601  
Phone (903) 237-2684 Fax (903) 237-2682 [purchasing@co.gregg.tx.us](mailto:purchasing@co.gregg.tx.us)

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September 17, 2014

To: Fran Summers <[fsummers@news-journal.com](mailto:fsummers@news-journal.com)>  
Longview News-Journal

From: Kelli L. Davis, CPPB

Subject: Advertisement RFQ# 2014-407 Program, Project and Construction Management  
Services for East Texas Regional Airport

**Please run the following ad on Tuesday September 23, 2014 and Sunday  
September 28, 2014 in the Longview-News Journal.**

#### PUBLIC NOTICE

Sealed qualification statements will be received by the Purchasing Department, at 101 E. Methvin St., Suite 205, Longview, TX 75601, on or before Monday 10/27/14 by 2:00 pm for RFQ No.2014-407 Program, Project and Construction Management Services as required by the Gregg County Texas Airport. Bid Packets will be available on 09/23/14 by visiting our website at [www.co.gregg.tx.us](http://www.co.gregg.tx.us) on the Purchasing Department web page, or request by e-mail at [purchasing@co.gregg.tx.us](mailto:purchasing@co.gregg.tx.us) or by calling (903) 237-2684. Payment will be made after items have been received in accordance with award. Vendors must bid unit costs, but may offer lump sum discounts. Gregg County reserves the right to accept or reject in whole or in part any bids received and to waive any irregularities or formalities in the best interest of Gregg County.