



**REQUEST FOR QUALIFICATIONS**

# **US HIGHWAY 287 STRATEGIC PLAN**

**RFQ Number: 15-CDP-0130-001**

**RFQ Issue Date: December 22, 2014**

**Submittal Deadline: 5:00 PM Central Time, January 16, 2015**

## I. INTRODUCTION

The City of Arlington invites firms to submit qualifications for professional consulting services to develop a Strategic Plan for the US Highway 287 area.

A Strategic Plan would provide the necessary guidance to direct the public and private investments in the US 287 corridor area. A successful plan will create a comprehensive vision to maximize the corridor's potential for development, and build on the special residential character of and recreational assets in the general area. The corridor must be functional for all users (residents, business owners, consumers, commuters), economically diverse, and add value to and improve the quality of life in the adjacent neighborhoods and the city as a whole.

## II. PROJECT BACKGROUND

US Highway 287 is one of seven highways running through Arlington. It is a key north-south limited-access highway in southwest Arlington that runs between Interstate 20 on the north and the city of Mansfield on the south. A secondary roadway – US 287 Business – is generally parallel to and west of the main highway, and it connects the cities of Mansfield and Kennedale, with a small portion of the roadway bordering the Arlington city limits.

Since the mid 1980s, the City has completed four plans that address development along and around the US 287 Corridor:

- US 287 Corridor Study (1986)
- US 287 Business Area Plan Update (1997)
- Southwest Sector Plan (2001)
- Tierra Verde Small Area Plan and associated zoning amendment (2006)

As the area has developed, the policy direction regarding land use has changed from identifying the area as a future employment center to one with more focus on residential development. Although intended to guide growth in the area, these plans did not contemplate certain land uses, such as gas well drilling, or achieve the type of development envisioned in the plans. The plans in combination with the existing zoning have contributed to an inconsistent development pattern along the corridor. With no clear vision identified for the corridor, this will continue to be an issue in southwest Arlington.

Development in the area is a broad mix of residential, commercial, and industrial uses. Much of the area east of US Highway 287 is developed as single-family residences. Two notable City parks and recreation facilities are located on the west side of the highway: Martin Luther King Jr. Sports Center and Tierra Verde Golf Club. The area along US 287 Business consists of a large number of auto salvage yards, many of which existed prior to annexation into the city limits during the 1980s. The existence of these salvage yards pose special

challenges to development along the US 287 Business corridor for both the cities of Arlington and Kennedale.

The US 287 area provides an opportunity for realizing the economic development potential of this area in the region. With approximately 730 acres of vacant developable land left along and around the US 287 corridor, now is an opportune time for Arlington to consider what development is appropriate and realistic for this area. As the adjacent cities of Mansfield and Kennedale continue to address development in the US Highway 287 and US 287 Business areas through planning guidelines, zoning overlays, and development standards, there is also an opportunity for coordination regarding development along the corridor.

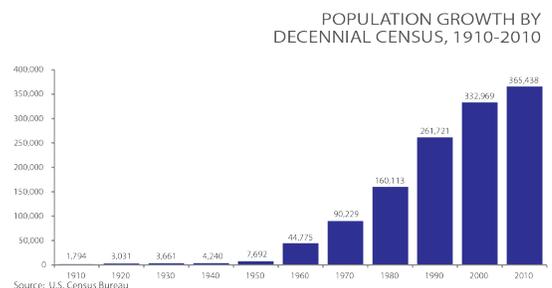
The firm selected for this project will provide leadership throughout the planning process. The strategic plan should include a report of existing conditions to assist in illustrating the needs, goals, and strategies in redeveloping the area. The plan should also include an analysis and implementation strategies related to land use, urban design, transportation, civic engagement, and economic development. In addition, the consultant shall develop an implementation plan to assist in increasing investment opportunities. This process will include a community engagement component for citizens, business owners, and special interest groups.

## III. GENERAL CITY INFORMATION

The City of Arlington was incorporated in 1884 and is located in Tarrant County, between the cities of Fort Worth and Dallas. It is one of the 60+ municipalities that together constitute the Dallas/Fort Worth Metroplex.

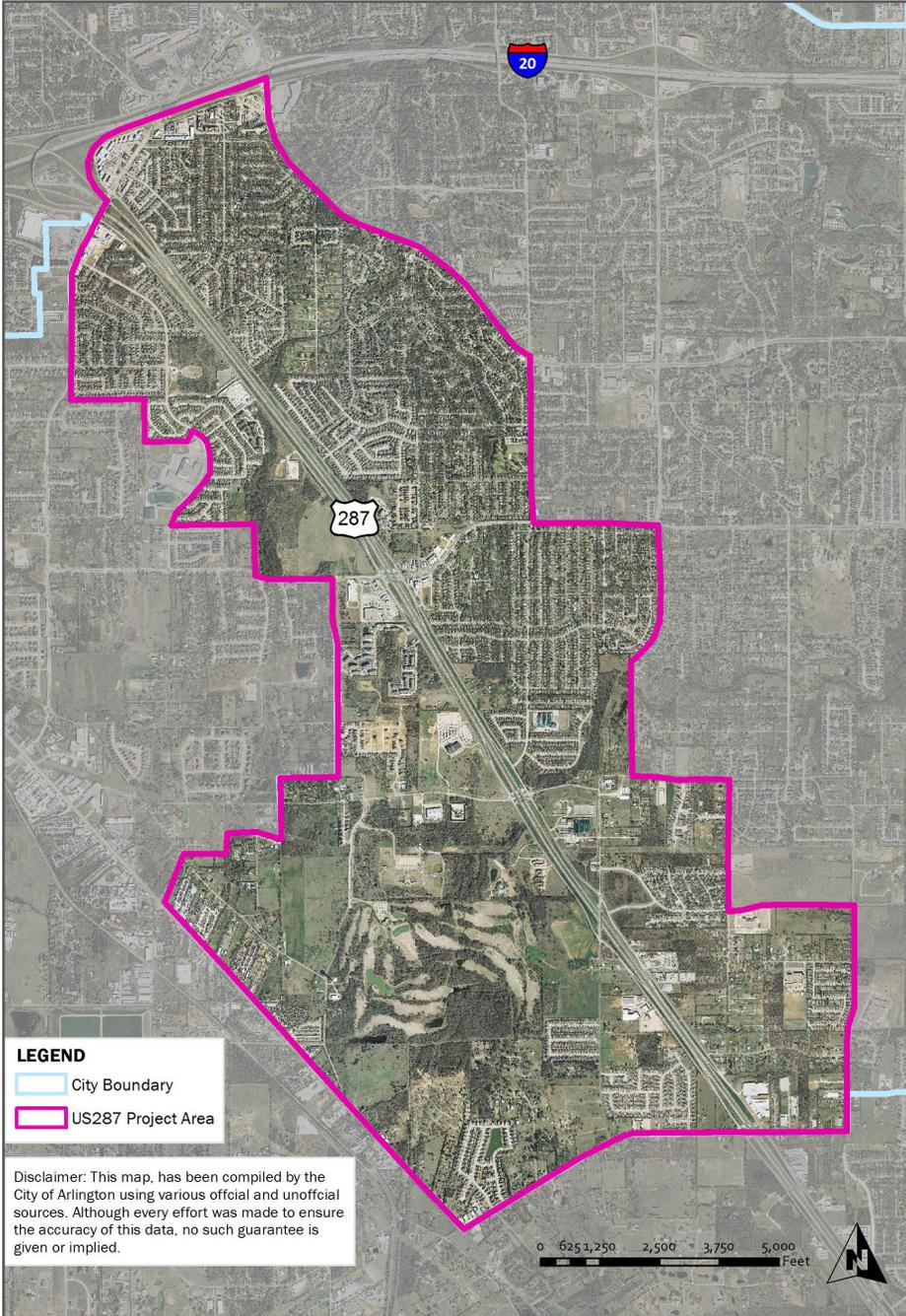
The 2010 population of Arlington is estimated to be 365,438 by the U.S. Census Bureau and is projected to grow to approximately 412,746 by the year 2030.

### POPULATION.....



Arlington is approximately 99 square miles in size and is home to the Texas Rangers MLB team and the Dallas Cowboys NFL team. Arlington is also home to Six Flags Over Texas theme park, Six Flags Hurricane Harbor water park, General Motors Assembly Plant, the International Bowling Campus, and the University of Texas at Arlington, which had a record enrollment of 34,249 students in the Spring 2014 semester.

# US287 PROJECT AREA



## HIGHLIGHTS

**Project Area**  
6.7 square miles

**Vacant-Developable Property**  
730 acres (17% of project area)

**Single-Family Land Use**  
1,807 acres (50% of project area)

**Industrial Land Use**  
146 acres (3.4% of project area)

**Recreational Amenities**  
Tierra Verde Golf Club  
Martin Luther King Jr. Sports Center



## IV. ADMINISTRATIVE INFORMATION

### A. Issue Date

The issue date of this RFQ is December 22, 2014.

### B. Issuing Office

This RFQ is issued by the City of Arlington, Community Development and Planning Department, 2nd floor, 101 W. Abram Street, Arlington, Texas 76010.

### C. Contact Person

Please submit questions in writing to:

Clayton Husband, Principal Planner  
Community Development and Planning Department  
101 W. Abram, 2nd floor  
Arlington, Texas 76010  
clayton.husband@arlingtontx.gov

### D. Obtaining RFQ

Official City Bids/RFPs/RFQ are available after registration at:

- Arlington's Supplier Portal ([www.ArlingtonTX.gov/finance/purchasing](http://www.ArlingtonTX.gov/finance/purchasing))
- Onvia Demand Star ([www.onvia.com](http://www.onvia.com)),

Hard copies may be picked up at the Community Development and Planning Department, 2nd floor, 101 W. Abram Street, Arlington, Texas, between 8:00 a.m. and 5:00 p.m., weekdays.

### E. Contact with City Council, Staff and Advisors

All questions concerning this RFQ must be directed to Clayton Husband, AICP, via email at [clayton.husband@arlingtontx.gov](mailto:clayton.husband@arlingtontx.gov). **The questions must be in writing and received no later than 5:00 PM Central Time, Tuesday, January 6, 2015.**

The following provisions are intended to ensure a fair and equitable review process so that there is no actual or potential situation where one RFQ Respondent secures or attempts to secure an unfair advantage over another RFQ Respondent or creates a situation where there is an appearance of impropriety in contacts between the RFQ Respondent or RFQ agent or RFQ contractor and City officials.

After release of the RFQ, no officer, employee, agent or representative of the Respondent shall have any contact or discussion, verbal or written, with any members of the City Council, City staff or City's consultants, or directly or indirectly through others, seek to influence any City Council member, City staff, or City's consultants regarding any matters pertaining to this Request for Qualifications, except as herein provided.

Contacts by the Respondent with City staff when such contacts do not pertain to this proposal are exempt from this provision.

Examples include:

- Private (non-business) contacts with the City by the Respondent's employees acting in their personal capacity;
- Contact made to conduct business with the City of Arlington or City of Arlington programs, unrelated to this RFQ;
- Presentations and/or responses to inquiries initiated by City Staff; and if a representative of the Respondent has a question about any potential contact as described above, the Purchasing Manager will be notified in order to make a determination as to whether any contact is allowed in accordance with the RFQ.

If a representative of any company or party submitting a proposal violates the foregoing prohibition by contacting any of these parties, such contact may result in a Respondent being disqualified from the process.

### F. Revisions and Addenda

Should it become necessary to revise any part of this RFQ or to provide additional information necessary to adequately interpret provisions and requirements of this RFQ, an Addendum to the RFQ will be issued to the vendors who obtained the RFQ documents through Demand Star and the City's Supplier Portal.

It is recommended that such entities review subsequent postings periodically to maintain current information about the offering.

### G. Proposal Delivery and Deadline

Proposals must be received at the Community Development and Planning Department, City of Arlington, MS 01-0241, 2nd floor, 101 W. Abram, Arlington, Texas 76010. **Proposals must be received no later than 5:00 PM Central Time, Friday, January 16, 2015.**

The City will not be responsible for failure of services on the part of the U.S. Postal Office, courier companies, or any other form of delivery service chosen by the proposer. Late proposals will be returned to the proposer unopened. The time stamp in the Community Development and Planning Department is the time of record for the receipt of the proposal.

### H. Submitting Responses to RFQ

Proposer must submit one (1) original and six (6) copies of each proposal, totaling seven (7) submissions of each proposal, in a sealed envelope or box. An additional complete copy in electronic format to be read with Adobe® PDF software may be submitted on a single CDROM or memory stick.

All proposals must have a table of contents and each section tabbed, bound in a loose-leaf notebook or spiral binding. Proposers shall mark the RFQ number, due date, and company name clearly on the outside of the box or envelope.

Absolutely no faxed or emailed qualifications will be accepted. The City of Arlington shall not consider any request for extension of the deadline for qualifications.

All proposals must be delivered to:

City of Arlington  
Community Development and Planning Department  
Attn: Clayton Husband  
101 W. Abram Street, 2nd floor  
Arlington TX 76010

## **I. Cancellation or Modification of RFQ and Rejection of Any and All Proposals**

The City reserves the right to withdraw this RFQ at any time and for any reason and to issue such clarifications, modifications, and/or amendments, as it may deem appropriate. During the evaluation process, the committee reserves the right, where it may serve the City's best interest, to request additional information or clarification from responders, or to allow corrections of errors or omissions.

At the discretion of the committee, firms submitting responses may be requested to make oral presentations as part of the evaluation process.

The City of Arlington reserves the right to accept or reject any or all qualifications and to accept only those qualifications that are in the best interest of the City.

## **J. Retention of Responses**

The City reserves the right to retain all responses and to use any ideas included in a response regardless of whether that response is selected. Submission of a response indicates acceptance by the firm of the conditions contained in this RFQ unless clearly and specifically noted in the response and confirmed in the contract between the City and the firm selected.

## **K. Incurring Expenses**

There is no expressed or implied obligation for the City to reimburse responding firms for any expenses incurred in preparing responses to this request.

## **L. Compliance with the Law**

The prospective contractor certifies by submission of their qualifications that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal, state, or local department or agency.

## **M. Minority/Woman Business Enterprise Initiative**

In addition to the RFQ, responding firms must provide a statement that the firm understands the City's MWBE Initiative and will make every effort to utilize a certified MWBE firms.

As a matter of policy with respect to the City of Arlington's projects and procurements, the City encourages the use, if applicable, of certified MWBE contractors, subcontractors, and suppliers where at least fifty-one percent (51%) of the ownership of said contractor, subcontractor, or supplier is owned, operated and controlled by qualified ethnic groups. In the selection of subcontractors, the Contractor agrees to said policy and use good faith effort(s) to select and award such company and/or persons for work on this contract.

## **V. PROPOSAL INFORMATION**

Proposals must include, at a minimum, the requirements listed in this RFQ and items listed below. Proposals may include any background or other supporting information that the proposer feels necessary. They should be prepared in a professional manner and in the format described in this RFQ.

The City will not be limited to the information provided by the proposer but may utilize other sources of information useful in evaluating the capabilities of the proposer. Additional information or modifications to proposals may be requested of any proposer.

1. The proposal shall not exceed 20 double-sided pages, excluding resumes, cover sheets, cover letters, and tabbed pages.
2. Include a brief history of the firm.
3. Provide a list of projects completed by the firm during the last five years that are comparable to the scope of this project. Identify whether your firm was the prime or a sub-consultant. Identify the percentage of work performed by your firm on each project. For each project listed, provide a brief description of the scope of work, its location, completion date and contract costs. Also, provide current contact information for a key person for each of the listed projects.
4. Identify the project manager, key management and operating personnel from your firm who would provide direct services and identify their area of responsibility for this project. Provide a resume for each person who would have day-to-day responsibility for the development of this project, giving a summary of their pertinent experience and qualifications.
5. Identify all outside consultants that would be employed by the firm for this project. For each outside consultant listed, please provide the information requested in Item 3 above. Under the contract, the City will treat sub-consultants and all employees of such sub-consultants as if they were employees of the primary firm. The selected firm will not be

allowed to use a sub-consultant firm that was not noted in the original proposal without written consent of the City.

6. Identify the methodology that will be used to develop the deliverables listed below.
7. Supply a proposed time schedule for completion of all project requirements.
8. State the firm's philosophy and how it facilitates Arlington's desire for a Strategic Plan for the US 287 area.
9. Include the firm's current project work schedule and any other business obligations in relation to the available time and attention that the firm anticipates devoting to this project.
10. Please include any additional information, such as awards or special recognition, that will aid in ascertaining the firm's qualifications for this project.
11. Submit a statement of the firm's current combined insurance coverage.
12. Submit a completed and signed copy of the attached Data Intake Form. Submission of the attached Application For Local Bidder Preference Consideration is optional.

investments that build on the special character of and recreational assets in the general area.

- Implementation strategies related to land use, urban design, transportation, civic engagement, and economic development.
- A plan for community outreach.
- Ten (10) hard copies of a draft Strategic Plan and one copy in MS Word with any detailed drawings and maps in a PDF or GIS file format for City review.
- Fifteen (15) hard copies of the final Strategic Plan and one electronic copy (Adobe InDesign or MS Word) with any detailed drawings and maps in a n Adobe and/or GIS file format.
- Attendance at meetings with City staff and/or stakeholders throughout the duration of the project.
- Consultant presentations at a minimum of two (2) Planning and Zoning Commission meetings.
- Consultant presentations of the final Strategic Plan at a minimum of two (2) City Council meetings.
- Consultant presentations at up to two (2) public information-gathering meetings, and later present the findings of these meetings at a final public meeting.

## VI. EXPECTATIONS AND DELIVERABLES

### A. Project Expectations

It is expected that the US 287 Strategic Plan would address the following objectives. These objectives are intended to be a general outline of the work and not an all-inclusive description of the elements to be included in the strategic plan.

- identify a clear vision and identity for the corridor;
- analyze the area's strengths, weaknesses, and opportunities, and threats;
- identify new residential and commercial development as well as redevelopment opportunities;
- identify possible opportunities that build on the existing recreational amenities;
- analyze the economic impact of possible land use scenarios;
- analyze the area's infrastructure supply and needs;
- identify opportunities for partnership with neighboring cities; and
- identify overall strategies to maximize the area's growth potential.

### B. Project Deliverables

Successful completion of the US287 Strategic Plan anticipates the following deliverables:

- General vision, policies, and objectives for the corridor.
- Analysis of existing conditions related to land use, urban design, transportation, civic engagement, and economic development.
- Recommendations for economic development

## VII. CONSULTANT SELECTION PROCESS

### A. Evaluation of Qualifications

The following criteria will be the basis on which consultants will be selected for further consideration. Criteria are listed in no particular order.

- Team organization and structure
- Project personnel qualifications
- Specialized or appropriate expertise in the type of project
- Past performance of the lead consulting firm, sub-consultants, and members of the project team on similar projects
- Demonstrated experience in facilitating public meetings
- Adequate and experienced staff and proposed team for the project
- Recent experience with successfully maintaining project schedules and budgets
- Current workload and firm capacity
- Proposed methodology and approach for the project
- Demonstration of an understanding of the area and context of the project location
- Demonstration of a project record free of significant technical problems and litigation resulting from errors or omissions
- Other factors that may be relevant to the project

### B. Evaluation Committee

The Community Development and Planning Department will establish an evaluation committee that will review all proposals to select the proposal that best meets the criteria set out in the RFQ and that is most advantageous to the citizens of Arlington.

This committee will select the three (3) prospective consultants or firms using the above criteria whose responses best demonstrate the competence and qualifications needed to perform the service. Each successful firm will be given the opportunity to make a presentation to the selection committee, followed by questions. Notice will be given as to the time and place of the presentation.

### C. Contract Negotiations

Upon selection, the consultant will participate in the final development of the project's structure, scope, sequence, timeline for completion, and other performance measures required to meet the indicated contractual responsibilities. A formal contract for professional services will be executed through the Arlington City Attorney's Office, with coordination through the Community Development & Planning Department.

The City reserves the right to reject all submitted qualifications and request a new Request for Qualifications.

### D. Selection Schedule

The following dates are set forth for informational and planning purposes. However, the City reserves the right to modify the schedule.

Item	Date	Time
RFQ Release Date	December 22, 2014	-
Deadline for questions	January 6, 2015	5:00 p.m.
Responses to questions available	January 9, 2015	5:00 p.m.
<b>Deadline for submissions</b>	<b>January 16, 2015</b>	<b>5:00 p.m.</b>
Review of qualifications	January 19-30, 2015	-
Proposal Firm Interviews	February 2-6, 2015	TBD
Selection of Firm and start contract negotiation	February 9, 2015	-
Mayor and City Council approval	February 24, 2015	-

## VIII. ATTACHMENTS

### Attachment 1

City Insurance Requirements

### Attachment 2

Data Intake Form

### Attachment 3

Application for Local Bidder Preference Consideration

## ATTACHMENT 1 - INSURANCE REQUIREMENTS

- A. CONSULTANT shall, at its own expense, purchase, maintain and keep in force during the term of this Contract such insurance as set forth below. CONSULTANT shall not commence work under this Contract until CONSULTANT has obtained all the insurance required under this Contract and such insurance has been approved by CITY, nor shall CONSULTANT allow any subcontractor to commence work on its own subcontract until all similar insurance of the subcontractor has been obtained and approved. All insurance policies provided under this Contract shall be written on an "occurrence" basis, except for professional liability, which shall be on a "claims made" basis. The insurance requirements shall remain in effect throughout the term of this Contract.
1. Worker's Compensation Insurance, statutory limits as required by law; Employers Liability Insurance of not less than \$1,000,000.00 for each accident, \$1,000,000.00 disease-each employee, \$1,000,000.00 disease-policy limit.
  2. Comprehensive Automobile and Truck Liability Insurance, covering owned, hired and non-owned vehicles, with a combined bodily injury and property damage limit of \$1,000,000.00 per occurrence; or separate limits of \$250,000 for bodily injury (per person), \$500,000 bodily injury (per accident), and \$100,000 for property damage.
  3. Professional Liability Insurance: CONSULTANT shall obtain and maintain at all times during the prosecution of the work under this Contract professional liability insurance. Limits of liability shall be \$1,000,000.00 per occurrence and \$2,000,000 aggregate. Any such policy of insurance and the Declarations Page therefore shall identify if coverage is being provided on an "occurrence" or "claims-made" basis. If this coverage is being provided on a claims-made basis, CONSULTANT must maintain this policy for a period of two (2) years after the completion of the project or shall purchase the extended reporting period or "tail" coverage insurance providing equivalent coverage for the same period of time.
- B. Each insurance policy to be furnished by CONSULTANT shall include the following conditions by endorsement to the policy:
1. Name CITY as an additional insured as to all applicable coverage, except worker's compensation and professional liability insurance;
  2. Each policy will require that thirty (30) days prior to the expiration, cancellation, non-renewal or any material change in coverage, a notice thereof shall be given to CITY by certified mail to:  
  
Risk Manager  
City of Arlington MS# 63-0790  
Post Office Box 90231  
Arlington, Texas 76004-3231  
  
*However, if the policy is canceled for nonpayment of premium, only ten (10) days advance written notice to CITY is required; CONSULTANT shall also notify CITY within twenty-four (24) hours after receipt of any notices of expiration, cancellation, nonrenewal or any material change in coverage it receives from its insurer(s).*
3. The term "Owner" or "CITY" shall include all authorities, boards, bureaus, commissions, divisions, departments and offices of CITY and the individual members, employees and agents thereof in their official capacities, and/or while acting on behalf of CITY;
  4. The policy phrase "Other Insurance" shall not apply to CITY where CITY is an additional insured on the policy; and
  5. All provisions of the Contract concerning liability, duty, and standards of care together with the indemnification provision shall be underwritten by contractual liability coverage sufficient to include such obligations within applicable policies.
- C. Concerning insurance to be furnished by CONSULTANT, it is a condition precedent to acceptability thereof that:
1. Any policy submitted shall not be subject to limitations, conditions or restrictions deemed inconsistent with the intent of the insurance requirements to be fulfilled by CONSULTANT. CITY's decision(s) thereon shall be final;
  2. All policies are to be written through companies duly approved to transact that class of insurance in the State of Texas; and

3. The General and Automobile liability policies required herein shall be written with an “occurrence” basis coverage trigger.

D. CONSULTANT agrees to the following:

1. CONSULTANT hereby waives subrogation rights for loss or damage to the extent same are covered by insurance. Insurers shall have no right of recovery or subrogation against CITY, it being the intention that the insurance policies shall protect all parties to this Contract and be primary coverage for all losses covered by the policies;
2. Companies issuing the insurance policies and CONSULTANT shall have no recourse against CITY for payment of any premiums, or assessments for any deductible, as all such premiums are the sole responsibility and risk of CONSULTANT;
3. Approval, disapproval or failure to act by CITY regarding any insurance supplied by CONSULTANT (or any subcontractors) shall not relieve CONSULTANT of full responsibility or liability for damages and accidents as set forth in the Contract documents. Neither shall the insolvency or denial of liability by the insurance company exonerate CONSULTANT from liability; and,
4. No special payments shall be made for any insurance that the CONSULTANT and subcontractors are required to carry; all are included in the contract price and the contract unit prices.

**Any of the insurance policies required under this section may be written in combination with any of the others, where legally permitted, but none of the specified limits may be lowered thereby.**

**ATTACHMENT 2 - DATA INTAKE FORM**

Company's Authorized Agent (Typed or Printed): \_\_\_\_\_

Signature: \_\_\_\_\_

**COOPERATIVE PURCHASING FORM**

If you, the Vendor/Contractor check "yes" to the statement below, the following will apply:

*Government entities utilizing Inter-Governmental Contracts with the City of Arlington, Texas, will be eligible, but not obligated, to purchase materials/services under this contract(s) awarded as a result of this bid. All purchases by Governmental Entities other than the City of Arlington will be billed directly to that Governmental Entity and paid by that Governmental Entity. The City of Arlington will not be responsible for another Governmental Entity's debts. Each Governmental Entity will order their material/service as needed.*

Should other Government Entities decide to participate in this contract, would you, the Vendor/Contractor, agree that all terms, conditions, specifications, and pricing would apply? **Yes** \_\_\_\_\_ **No** \_\_\_\_\_

**FOR MINORITY AND/OR WOMAN OWNED  
BUSINESS ENTERPRISES**

**(To be completed only if applicable)**

Minority and/or Woman Owned Business Enterprises are encouraged to participate in Arlington's procurement process. In order to be identified as a Qualified Minority and/or Woman Owned Business Enterprise in the City of Arlington, Texas, this form, **along with a copy of your certification, must be returned to the City of Arlington Purchasing Division.**

**PLEASE CHECK THE APPROPRIATE ETHNICITY AND/OR GENDER:**

American Indian     Asian     Black     Hispanic     Woman Owned Business Enterprise

**MINORITY STATUS:** Has this firm been certified as a minority, women, or disadvantaged business enterprise by any governmental agency?  Yes     No    (If yes, please specify government agency)

***The above information is for information only. The City of Arlington encourages minority business participation; however no preferences shall be given.***

**PROCUREMENT OPPORTUNITY**

How were you notified of this procurement opportunity:

<input type="checkbox"/> City of Arlington Supplier Portal	<input type="checkbox"/> Bid Notification Service
<input type="checkbox"/> Fort Worth Star Telegram	<input type="checkbox"/> City Website
<input type="checkbox"/> City of Arlington employee (other than Purchasing)	<input type="checkbox"/> Chamber of Commerce _____
<input type="checkbox"/> City's Television Station	<input type="checkbox"/> Other: _____

**NO BID SHEET**

If your firm has chosen not to submit a bid for this procurement. ***Please check item(s) that apply:***

<input type="checkbox"/> Do not sell the item(s) required	<input type="checkbox"/> Insufficient time to respond
<input type="checkbox"/> Unable meet the Specifications	<input type="checkbox"/> Specifications are unclear/ambiguous
<input type="checkbox"/> Unable to be competitive	<input type="checkbox"/> Unable to provide Bonding
<input type="checkbox"/> Cannot provide Insurance	<input type="checkbox"/> Job too large
<input type="checkbox"/> Unable to comply with Indemnification	<input type="checkbox"/> Job too small
<input type="checkbox"/> Do not wish to do business with the City	<input type="checkbox"/> Other reason: _____

### ATTACHMENT 3 - APPLICATION FOR LOCAL BIDDER PREFERENCE CONSIDERATION

This "APPLICATION FOR LOCAL BIDDER PREFERENCE CONSIDERATION" does not mean that the City of Arlington is limiting responses to their competitive bids to only those businesses located within the city limits. All bids are welcome.

Bidders who wish to request a LOCAL PREFERENCE must have their principal place of business located within the City of Arlington, city limits.

If your principal place of business is within the Arlington city limits and you wish to apply for local preference consideration, then you must meet the minimum requirements below for each bid:

- a) Provide a Tax Certificate from the Tarrant County Tax Assessor showing the current status of taxes, penalties, interest, and any known costs due on a property; and
- b) Submit the completed application on the following page.

Local Preference may be considered in the following instances:

- A. In purchasing any real property or personal property that is not affixed to real property, if a local government receives one or more bids from a bidder whose principal place of business is in the local government and whose bid is within three percent of the lowest bid price received by the local government from a bidder who is not a resident of the local government, the local government may enter into a contract with the bidder whose principal place of business is in the local government. (Local Government Code 271.905)
- B. In purchasing any real property, personal property that is not affixed to real property, or services, if a municipality receives one or more competitive sealed bids from a bidder whose principal place of business is in the municipality and whose bid is within five percent of the lowest bid price received by the municipality from a bidder who is not a resident of the municipality, the municipality may enter into a contract for construction services in an amount of less than \$100,000 or a contract for other purchases of less than \$500,000 with the bidder whose principal place of business is in the municipality. This section does not apply to the purchase of telecommunications services or information services, as defined by 47 U.S.C. Section 153. (Local Government Code 271.9051)

**The City of Arlington reserves the right to award to the lowest bidder or reject all bids.**

The full text of the Local Government Code related to Purchasing and Contracting Authority of Municipalities, Counties, and certain other Governments is available at:

<http://www.statutes.legis.state.tx.us/Docs/LG/htm/LG.271.htm#271>.

Detailed information related to local bidders is found in Section §271.905 and §271.9051 "CONSIDERATION OF LOCATION OF BIDDER'S PRINCIPAL PLACE OF BUSINESS."

# LOCAL PREFERENCE CONSIDERATION APPLICATION

## For bidders whose business is located within the Arlington city limits

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The City of Arlington requires the following information for consideration in award of competitive bids:

**1. Location Eligibility:**

Principal place of business is defined herein as the primary or executive or administrative office of the business. Is company's legally identified principal place of business within the City Limits of Arlington, Texas?

a. If yes, identify the following:

i. Business Name/DBA: \_\_\_\_\_

ii. Address: \_\_\_\_\_

iii. Business Structure: \_\_\_\_\_  
(sole proprietorship/partnership/corporation/other)

b. Name and city of residence of owner(s)/partners/corporate officers, as applicable.

iv. Name/Title: \_\_\_\_\_

v. City of Residence: \_\_\_\_\_

If more than one owner/partner/corporate officer exists, attach a separate sheet of paper.

**2. Economic Development benefits that would result from award of this contract:**

a. Total number of current employees who are residents of the City of Arlington? \_\_\_\_\_

b. Will award of this contract result in the employment/retention of residents of the City of Arlington?  
\_\_\_ Yes \_\_\_ No

c. Will subcontractors with principal places of business in the City of Arlington be utilized? \_\_\_ Yes \_\_\_ No

d. Will award of this contract result in increased tax revenue to the City? \_\_\_ Yes \_\_\_ No

e. If yes, check types of taxes? \_\_\_ Property Taxes \_\_\_ Sales Taxes \_\_\_ Hotel Occupancy Taxes

f. Other economic development benefits deemed pertinent by applicant (attach separate sheet if necessary):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

City Bid Number for which local preference is requested: \_\_\_\_\_

**Certification of information:**

**The undersigned does hereby affirm that the information supplied in its bid and this application are true and correct as of the date hereof, under penalty of perjury.**

\_\_\_\_\_/\_\_\_\_\_  
**Company Name** / **Date**  
\_\_\_\_\_/\_\_\_\_\_  
**Signature** / **Print Name**

**Tax Certificate from Tarrant County Tax Assessor is attached**