



## ***REQUEST FOR PROPOSALS***

**RFP# 2016-006  
OPERATION OF THE  
DRAG STRIP  
(RACETRACK) AT SOUTH  
TEXAS INTERNATIONAL  
AIRPORT AT EDINBURG**

**SUBMITTAL DEADLINE  
MONDAY,  
DECEMBER 21, 2015  
@ 3:00 PM**



**2015-2016  
City Officials**

Richard H. Garcia, Mayor  
Homer Jasso Jr., Mayor Pro-Tem  
David Torres., Councilmember  
J.R. Betancourt, Councilmember  
Richard Molina, Councilmember  
Richard Hinojosa., City Manager



415 W. University Drive • P.O. Box 1079 • Edinburg, Texas 78540  
Phone (956) 388-8204 • Fax (956) 383-7111



**REQUEST FOR PROPOSALS**  
**RFP #2016-006**  
**OPERATION OF THE DRAG STRIP (RACETRACK) AT SOUTH TEXAS INTERNATIONAL**  
**AIRPORT AT EDINBURG**

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## REQUEST FOR PROPOSALS

The City of Edinburg is soliciting sealed Request for Proposals; hereinafter referred to as RFP, to be received by the City Secretary's Office located at 415 W. University Drive, Edinburg, Texas 78541. City of Edinburg normal business days are Monday through Friday between the hours of 8:00 a.m. to 5:00 p.m. and shall be closed on recognized holidays.

RFP'S will be received until **3:00 p.m. Central Time**, on **Monday, December 21, 2015**, shortly thereafter all submitted RFP'S will be gathered and taken to the Edinburg City Hall Community Room, 1<sup>st</sup> Floor, to be publicly opened and read aloud. Any RFP received after the closing time will not be accepted and will be returned to the submitter unopened. It is the responsibility of the submitter to see that any RFP submitted shall have sufficient time to be received by the City Secretary's Office prior to the RFP opening date and time. The receiving time in the City Secretary's Office will be the governing time for acceptability of the RFP's. RFP's will not be accepted by telephone or facsimile machine. All RFP'S must bear original signatures and figures. The RFP shall be for:

RFP # 2016-006

OPERATION OF THE DRAG STRIP (RACETRACK) AT SOUTH TEXAS INTERNATIONAL AIRPORT AT  
EDINBURG

Bidders receiving a "NOTICE TO BIDDERS" and/or "REQUEST FOR PROPOSALS" notice in the mail a revised that the solicitation documents or may obtain copies of same by contacting the office of: LORENA FUENTES, PURCHASING AGENT, LOCATED AT 415 W. UNIVERSITY DRIVE, EDINBURG, TX 78541 by calling (956) 388-1895 Ext. 8972 or by e-mailing your request to the following e-mail address: [lfuentes@cityofedinburg.com](mailto:lfuentes@cityofedinburg.com)

If you have any questions or require additional information regarding this RFP, please contact Mr. Tomas D. Reyna, Assistant Director of Public Works, at (956) 388-8210.

Hand Delivered RFP'S:

415 W. University Drive  
C/o City Secretary Department  
(1<sup>st</sup> Floor)

If using Land Courier (i.e.FedEx, UPS):

City of Edinburg  
C/o City Secretary  
415 W. University Drive  
Edinburg, Texas 78541

If Mailing Proposals:

City of Edinburg  
C/o City Secretary

P.O. Box 1079  
Edinburg, Texas 78540-1079

The City of Edinburg reserves the right to refuse and reject any or all RFP's and to waive any or all formalities or technicalities and to accept the RFP deemed most advantageous to the City, and hold the RFP's for a period of 60 days without taking action.

RFP's must be submitted in an envelope sealed with tape and prominently marked on the lower left hand corner of the envelope with corresponding RFP number and title.

Please read your requirements thoroughly and be sure that the RFP offered complies with all requirements/specifications noted. Any variation from the solicitation requirements/specifications must be clearly indicated by letter, on a point by point basis, attached to and made a part of your RFP. If no exceptions are noted, and you are the successful respondent, it will be required that the service(s) be provided as specified.

#### **PURPOSE**

The purpose of these solicitation documents is to execute a Professional Services Contract for:

### **RFP # 2016-006 OPERATION OF THE DRAG STRIP (RACETRACK) AT SOUTH TEXAS INTERNATIONAL AIRPORT AT EDINBURG**

#### **INTENT**

The services to be provided under this RFP shall be in accordance with and shall meet all specifications and/or requirements as shown in this solicitation for RFP. There is no intention to disqualify any respondent who can meet the requirements.

#### **SUBMITTAL OF RFP**

RFPs shall be submitted in sealed envelopes as called referenced on the attached solicitation. Six (6) complete sets of the response One (1) original marked "**ORIGINAL,**" and Five (5) copies marked. RFPs submitted by facsimile (fax) or electronically shall **NOT** be accepted. Submittal of an RFP in response to this solicitation constitutes an offer by the respondent. Once submitted, RFP's become the property of the City of Edinburg and as such the City reserves the right to use any ideas contained in any RFP regardless of whether that respondent/firm is selected. Submission of a RFP in response to this solicitation, by any respondent, shall indicate that the respondent(s) has/have accepted the conditions contained in the RFP, unless clearly and specifically noted in the RFP submitted and confirmed in the contract between the City and the successful respondent otherwise. RFPs which do not comply with these requirements may be rejected at the option of the City. RFPs must be filed with the City of Edinburg before the deadline day and hour. No late RFPs will be accepted. They will be returned to respondent unopened (if properly identified). Failure to meet RFP requirements may be grounds for disqualification.

#### Hand Delivered RFP'S:

415 W. University Drive  
C/o City Secretary Department (1<sup>st</sup> Floor)

#### If using Land Courier (i.e.FedEx, UPS):

City of Edinburg  
C/o City Secretary  
415 W. University Drive  
Edinburg, Texas 78541

#### If Mailing RFP's:

City of Edinburg  
C/o City Secretary

P.O. Box 1079  
Edinburg, Texas 78540-1079

**TIME ALLOWED FOR ACTION TAKEN**

The City of Edinburg may hold RFP/s 60 days after deadline without taking action. Bidders are required to hold their RFP/s firm for same period of time.

**RIGHT TO REJECT/AWARD**

The City of Edinburg reserves the right to reject any or all RFPs, to waive any or all formalities or technicalities, and to make such awards of contract as may be deemed to be the best and most advantageous to the City of Edinburg.

**ASSIGNMENT**

Bidders are advised that the City of Edinburg shall not allow the successful respondent to sell, assign, transfer, or convey any part of any contract resulting from this RFP in whole or in part, to a third party without the written approval of the City of Edinburg.

**AWARD**

Bidders are advised that the City of Edinburg is soliciting RFPs and award shall be made to the respondent that in the opinion of the City of Edinburg is the best qualified.

**NUMBER OF CONTRACTS**

The CITY reserves the right to award one, more than one, or no contract(s) in response to this RFP.

**STATUTORY REQUIREMENTS**

It shall be the responsibility of the successful respondent to comply with all applicable State & Federal laws, Executive Orders and Municipal Ordinances, and the Rules and Regulations of all authorities having jurisdiction over the work to be performed hereunder and such shall apply to the contract throughout, and that they will be deemed to be included in the contract as though written out in full in the contract documents.

**ALTERATIONS/AMENDMENTS TO RFP**

RFP **CANNOT** be altered or amended after opening time. Alterations made before opening time must be initiated by respondent guaranteeing authenticity. No RFP may be withdrawn after opening time without acceptable reason in writing and only after approval by the City of Edinburg.

**NO RESPONSE TO RFP**

If unable to submit a RFP, respondent should return inquiry giving reasons.

**LIST OF EXCEPTIONS**

The respondent shall attach to his/her RFP a list of any exceptions to the specifications/ requirements.

**PAYMENT**

The City of Edinburg will execute payment by mail in accordance with the State of Texas Pay Law after SERVICES have been completed, introduced to the City, and found to meet City of Edinburg specifications/requirements. No other method of payment will be considered.

**SYNONYM**

Where in this solicitation package SERVICES is used, its meaning shall refer to the request for Proposals **OPERATION OF THE DRAG STRIP (RACETRACK) AT SOUTH TEXAS INTERNATIONAL AIRPORT AT**

EDINBURG as specified.

#### **RESPONDENT'S EMPLOYEES**

Neither the Respondent nor his/her employees engaged in fulfilling the terms and conditions of this Service Contract shall be considered employees of the City. The method and manner of performance of such undertakings shall be under the exclusive control of the vendor on contract. The City shall have the right of inspection of said undertakings at any time.

#### **INDEMNIFICATION CLAUSE**

The Respondent agrees to indemnify and save harmless the City, from all suits and actions of every nature and description brought against them or any of them, for or on account of the use of patented appliances, products or processes, and he shall pay all royalties and charges which are legal and equitable. Evidence of such payment or satisfaction shall be submitted upon request of the Purchasing Agent, as a necessary requirement in connection with the final estimate for payment in which such patented appliance, products or processes are used

#### **INTERPRETATIONS**

Any questions concerning the project and/or specifications/requirements with regards to this solicitation for statement(s) of Proposals shall be directed to the designated individuals as outlined in the RFP. Such interpretations, which may affect the eventual outcome of this request for statements of Proposals, shall be furnished in writing to all prospective Bidders via Addendum. No interpretation shall be considered binding unless provided in writing by the City of Edinburg in accordance with paragraph entitled "Addenda and Modifications".

#### **VERBAL THREATS**

Any threats made to any employee of the City, be it verbal or written, to discontinue the providing of item/material/services for whatever reason and/or reasons shall be considered a breach of contract and the City will immediately sever the contract with the Respondent/Consultant on contract.

#### **CONFIDENTIAL INFORMATION**

Any information deemed to be confidential by the respondent should be clearly noted on the pages where confidential information is contained; however, the City cannot guarantee that it will not be compelled to disclose all or part of any public record under Texas Public Information Act, since information deemed to be confidential by the respondent may not be considered confidential under Texas Law, or pursuant to a Court order.

#### **PAST PERFORMANCE**

Respondents past performance shall be taken into consideration in the evaluation of RFP submittal.

#### **JURISDICTION**

Contract(s) executed as part of this solicitation shall be subject to and governed under the laws of the State of Texas. Any and all obligations and payments are due and performable and payable in Hidalgo County, Texas.

#### **RIGHT TO AUDIT**

The City of Edinburg reserves the right to audit the vendor's books and records relating to the performance of this contract. The City of Edinburg, at its own expense, shall have the right at all reasonable times during normal business hours and upon at least twenty-four (24) hours' advance notice, to audit, to examine, and to make copies of or extracts from the books of account and records maintained by the vendor(s) with respect to the Supply/Service and/or Purchase Contract. If such audit shall disclose overpayment by City to vendor,

written notice of such overpayment shall be provided to the vendor and the amount of overpayment shall be promptly reimbursed by vendor to the City. In the event any such overpayment is not paid within ten (10) business days after receipt of such notice, the unpaid amount of such overpayment shall bear interest at the rate of one percent (1%) per month from the date of such notice until paid.

#### **VENUE**

The parties agree that venue for purposes of any and all lawsuits, cause of action, arbitration, and/or any other dispute(s) shall be in Hidalgo County, Texas.

#### **CONFLICT OF INTEREST**

CHAPTER 176 OF THE TEXAS LOCAL GOVERNMENT CODE Effective January 1, 2006, 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 the City of Edinburg not later than the 7th business day after the date the person becomes aware of facts that require the statement be filed. See Section 176.006, Local Government Code. A person commits an offense if the person violates Section 176.006, Local Government Code. An offense under this section is a Class C misdemeanor. For more information or to obtain Questionnaire CIQ visit the Texas Ethics Commission web page at [www.ethics.state.tx.us/forms/CIQ.pdf](http://www.ethics.state.tx.us/forms/CIQ.pdf).

**IF YOU HAVE ANY QUESTIONS ABOUT COMPLIANCE, PLEASE CONSULT YOUR OWN LEGAL COUNSEL. COMPLIANCE IS THE INDIVIDUAL RESPONSIBILITY OF EACH PERSON OR AGENT OF A PERSON WHO IS SUBJECT TO THE FILING REQUIREMENT. AN OFFENSE UNDER CHAPTER 176 IS A CLASS "C" MISDEMEANOR.**

#### **CONFIDENTIALITY OF INFORMATION AND SECURITY**

Should the successful respondent become the holder of and have access to confidential information in the process of fulfilling its responsibilities in connection with an awarded contract the successful respondent agrees that it shall keep such information confidential and will comply fully with the laws and regulations of the State of Texas, ordinances and regulations of the City, and any applicable federal laws and regulations relating to confidentiality.

#### **TERMINATION OF CONTRACT**

The City of Edinburg reserves the right to terminate the contract if, in the opinion of the City of Edinburg, the successful vendor's performance is not acceptable, no funds are available, or if the City wishes, without cause, to discontinue this contract. Termination will be in written form allowing a 30-day notice.

#### **RESPONSE DEADLINE**

Responses to the RFP must be addressed to Mr. Tomas D. Reyna, Assistant Director of Public Works, City of Edinburg, 415 W. University Drive by **December 21, 2015 until 3:00 p.m.** for consideration. An original and five (5) complete sets of the response must be submitted no later than this date and time in a **sealed envelope** indicating that its contents are in response to the RFP for "RFP 2016-006 OPERATION OF THE DRAG STRIP (RACETRACK) AT SOUTH TEXAS INTERNATIONAL AIRPORT AT EDINBURG". Bidders are advised that all confidential records must be submitted in a separate sealed envelope and marked accordingly.

Hand Delivered RFP's:

415 W. University Drive  
C/o City Secretary Department (1<sup>st</sup> Floor)

If using Land Courier (i.e.FedEx, UPS):

City of Edinburg

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415 W. University Drive  
Edinburg, Texas 78541

If Mailing RFPs:

City of Edinburg  
C/o City Secretary  
P.O. Box 1079  
Edinburg, Texas 78540-1079

### **ADDENDA AND MODIFICATIONS**

Any changes, additions, or clarifications to the RFP are made by amendments (addenda). Any respondent in doubt as to the true meaning of any part of the RFP or other documents may request an interpretation from the Purchasing Division. At the request of the respondent, or in the event the Purchasing Division deems the interpretation to be substantive, the interpretation will be made by written addendum. Said Addenda shall be mailed, e-mailed, hand delivered and/or faxed, to all prospective Bidders. All Addenda issued in respect to this RFP shall be considered official changes to the original documents. Verbal statements in response to inquiries and/or requests for explanations shall not be authoritative or binding. It shall be the respondent's responsibility to ensure that they have received all Addenda in respect to this project. Furthermore, Bidders are advised that they must recognize, comply with, and attach a signed copy of each Addendum which shall be made part of their RFP Submittal. Respondent(s) signature on Addenda shall be interpreted as the respondent's "recognition and compliance to" official changes as outlined by the City of Edinburg and as such are made part of the original solicitation documents. Failure of any respondent to receive any such addendum or interpretation shall not relieve such respondent from its terms and requirements. The City may issue a written addendum no later than five calendar days prior to the date bids must be received. Addendums are available online at [www.cityofedinburg.com](http://www.cityofedinburg.com).

### **RFP PREPARATION COSTS**

The City of Edinburg shall not be held liable for any costs incurred by any respondent for work performed in the preparation of and production of a RFP or for any work performed prior to execution of contract.

### **EQUAL EMPLOYMENT OPPORTUNITY**

Respondent agrees that they will not discriminate in hiring, promotion, treatment, or other terms and conditions of employment based on race, sex, national origin, age, disability, or in any way violate Title VII of 1964 Civil Rights Act and amendments, except as permitted by said laws.

### **AUTHORIZATION TO BIND RESPONDENT TO RFP**

RFPs MUST give full firm name and address of respondent, and be manually signed. Failure to do so will disqualify your RFP. Person signing bid must show title or AUTHORITY TO BIND HIS/HER FIRM IN A CONTRACT. Firm name and authorized signature must appear on each page that calls for this information. The legal status of the Respondent whether corporation, partnership, or individual, shall also be stated in the RFP. A corporation shall execute the RFP by its duly authorized officers in accordance with its corporate by-laws and shall also list the state in which it is incorporated. A partnership Respondent shall give full names and addresses of all partners. All partners shall execute the RFP. Partnership and Individual Respondent shall state in the proposal the names and addresses of all persons with a vested interest therein. The place of residence of each Respondent, or the office address in the case of a firm or company, with county and state and telephone number, shall be given after the signature.

**Confidential Information** Bidders are advised that all confidential records must be submitted in a separate sealed envelope and marked accordingly.

**REQUEST FOR PROPOSALS 2016-006  
OPERATION OF THE DRAG STRIP (RACETRACK)  
AT SOUTH TEXAS INTERNATIONAL AIRPORT AT EDINBURG**

The City of Edinburg owns and operates the South Texas International Airport at Edinburg and on the South Texas International Airport at Edinburg is an abandoned taxiway utilized as a Drag Strip (Racetrack) (Edinburg International Racetrack) ("Premises"). The City of Edinburg is seeking proposals from a qualified organization or individual(s) to operate the Drag Strip (Racetrack) and must be an active member of the National Hot Rod Association (NHRA). The intent of this Request for Proposal (RFP) is to determine the most qualified operator for the Drag Strip (Racetrack) and the proposal that best benefits the community and provides revenue to the Airports fund.

1. **Premises.** The Drag Strip (Racetrack) Premises includes an access road, vehicle parking area, spectator viewing area to be used for conducting drag races and other related events and **does not include the abandoned taxiway.** The following improvements are part of the Drag Strip (Racetrack) Premises:

- Quarter mile asphalt track
- Old dilapidated Control Tower
- Two (2) Spectator Seating Bleacher
- Two (2) Ticket Booths
- One (1) Concession Stand

**The Drag Strip (Racetrack) Premises DOES NOT include the following, and the Operator WILL NEED TO PROVIDE or enter into an agreement with the current operator if possible, to operate the drag strip (Racetrack):**

- Compulink Timing System – Compulink main computer with TURE WIN Race Program, two data display monitors, One Announcer Monitor, two race results printers, one scoreboard interface, one christmastree interface, one Compulink christmastree, all of Downtrack infrared photocells, (from start to finish), new wiring all along and across track according to Compulink specifications. One Qualifying Terminal.
- Bleachers 15 Sets of Bleachers 2320 Seat Capacity
- Bottom Section Track Guardrail – 5400 Feet Long including Safety Rails in Gas Station Area.
- Office Building – 512 SF, Two office areas, one storage area, one lobby and one full bath includes one water heater, A/C Unit and office desks.
- Control Tower – One (1) Sound Equipment, Two (2) microphones, One (1) FM Radio Station Transmitter Unit, One (1) Window A/C Unit, Storage Area Below with over head coiling door.
- E.T. Booth – One (1) 10,000 Pound Weight scale with Concrete Pad.
- VHT Applicator Cart
- Gas Station Infrastructure (Tanks Not Included)
- Three (3) 1,000 Gallon Tanks
- Track Preparation Equipment – One Buffalo Turbines Jet Blower, One Bill Goat Blower, and Butane Tank and Burner
- Warehouse / Shop 416 SF – Tools, Mobil Fire Suppression System, CO2, Powder and Water Fire Extinguishers, Two (2) Exterior Roof Canopies, and Concrete Pad.
- Fencing – Wood & Metal fencing, Metal Gates.
- Pit Side Tickets Booths.

The Drag Strip (Racetrack) Premises is outlined in Exhibit "A" and is required that the operator is to maintain all of the premises at all times, due to the close proximity of the Airport's air operations area. The Operator will have no access to any property out side of the racetrack area, and will not be allowed to enter onto the air operations area for any reason.

2. **Shared Premises.**

A. The City reserves the right to use the premises, or authorize the use of the premises to another party, when there is no event scheduled at the Drag Strip (Racetrack).

3. **Agreement.** Any subsequent agreement resulting from this RFP shall be carried out under a City of Edinburg Agreement. The City reserves the right to negotiate with any respondent to ensure that the City enters into the best possible contract for itself and the public.

4. **Insurance.** In addition to other requirements, the operator will be required to carry insurance policies that meet City requirements and name the City as an additional insured on such policies.

A. Must adhere by the National Hot Rod Association Insurance Standards,

a. **Waiver and Release From Liability**

With respect to racing events at NHRA Member Tracks, the tracks must maintain a system of regularly secure signed Waiver and Release forms from participants allowed to enter restricted areas and to prevent restricted area credentials from being issued before participants have properly signed and executed the Waiver and Release form. For minor participants drivers (under eighteen (18) years of age), the member track must have a system to secure Minor Waiver and Release forms signed by the parent(s) or legal guardian(s).

b. Where used, the policy must include the following definitions:

Restricted area may not be more inclusive than the advance staging area, burn out area, competition area, shut down area, staging lanes, return road area, and any other area with barriers, fences, and/or structures separating the general public from the racing activities, and which requires special authorizations, credentials, or permission to enter, or any area where the general public is restricted or prohibited. The definitions of the above terms are as follows:

1. Advanced staging area – means the area between the staging lanes and the burnout area.
2. Burnout area – means the area between the advance staging area and the competition area where participants conduct the usual preparation and testing of racing vehicles immediately preceding a racing event.
3. Competition area – means the racing surface beginning at the starting line and ending line at the finish line.
4. Shut down area – means the area located from the finish line and beyond where the racing vehicles enter the return road area.
5. Return road area – means the area where the racing vehicles exit the shut down area

and proceed to the pit area.

6. Pit area – means the area used to register the participants and prepare the racing vehicles for competition.

The participants definition should be defined to include racing vehicle drivers, mechanics, crew members, pit persons, officials of the race event, announcers, ambulance crews, wrecker truck crews, new persons, photographers, pit gate workers, motor sport event promoters, and all other persons involved in the actual event, other than members of the general public.

- E. Participant Accident Insurance – This is coverage for participants in drag racing events and includes excess Accident Medical Insurance, Accidental Death and Dismemberment Insurance and Weekly Accident Disability Benefits.
  - a. Participant Accident Insurance or approved Self-Insurance must contain the following minimum coverage, conditions and terms:
    1. \$10,000 Accidental Death & Dismemberment Benefit to participants injured at NHRA Member Tracks (no deductible paid by the participant).
    2. \$15,000 Blanket Accident Medical Expense benefit on an Excess or Primary basis to participants injured at NHRA Member Tracks (no deductible paid by the participant).
    3. \$100 Weekly Disability benefits payable up to 52 weeks.
  - b. The policy must feature at least the coverage's and benefits outlined below, and must , at a minimum, include all coverage's provided by the NHRA's Catastrophic Accident Policy, a copy of which is available from NHRA:
    1. Coverage for all participants with no licensing or age restrictions.
    2. No jet truck exclusion.
    3. No suspension of insurance clause.
    4. \$5,000 benefit for loss of sight in one eye, loss of on limb, or loss of use of one limb.
    5. Tuning and Testing benefits at the same minimum NHRA Member Track Medical and AD&D limits.

## 5. Request for Proposals.

The Request for Proposal should include a transmittal letter signed by an individual having the authority to negotiate and sign agreements on behalf of the organization or individual(s). Proposals should contain no more than forty five (45) pages of material and shall be stapled or otherwise bound, and assembled in organized sections that include a table of contents and tabs with each section title. Pages should be numbered for reference. The Request for Proposal should include the following information:

- A. Operation of Drag Strip (Racetrack). A written statement outlining the proposed plan for operation of the Drag Strip (Racetrack). The respondent must demonstrate they have the ability to operate the Drag Strip (Racetrack) and they have trained and qualified staff to assist with the operation.
- B. Qualifications and Experience. Respondent qualifications and experience with Drag Strip (Racetrack) operations.

C. Revenue Sharing. Respondent's plan for a revenue sharing agreement with the City.

D. Financial Plan. Respondent's financial plan for operation of the Drag Strip (Racetrack). Respondent should show their understanding of the economic liabilities and assets related to operating and maintaining all aspects of the Drag Strip (Racetrack).

E. Relocation of Drag Strip (Racetrack). The respondent's plan for the relocation of the Drag Strip (Racetrack) off Airport property as indicated in the Airport's 30 year Master Plan. Respondent's plan should include a time line for phasing the Drag Strip (Racetrack) off Airport property, provide a financial plan for relocating the improvements, and show the ability of respondent to muster broad community support for the move and show respondent's innovation to provide for sustainability of the Drag Strip (Racetrack) over the long term.

F. Insurance. A letter from respondent's insurance company stating that insurance will be provided in the manner and at the limits required by the City

G. References. Three (3) references include name, title, address, and phone number of reference. The references should include one that can confirm financial ability (i.e., bank, credit union, accountant) to carry out the operation and two that can confirm technical ability to carry out these activities.

## 6. Evaluation of Request for Proposal.

Bidders must present evidence that they are fully competent, have the necessary experience, organization, and financial capacity to operate, manage, and maintain the Drag Strip (Racetrack) at the South Texas International Airport at Edinburg. The submittals will be reviewed and ranked by the City using the following selection criteria:

- A. Respondent's plan for operation and maintenance of the Drag Strip (Racetrack). 20 Points maximum
- B. Respondent's qualifications and experience with Drag Strip (Racetrack) operations. 20 Points maximum
- C. The guaranteed revenue return to the Airport. 20 Points maximum
- D. Financial ability of the respondent to operate and maintain the Drag Strip (Racetrack). 20 Points maximum
- E. Respondent's plan for relocation of the Drag Strip (Racetrack) off Airport property. 10 Points maximum
- F. Respondent's ability to procure insurance that meets the City's requirements. 5 Points maximum

- G. The conforming of the proposal to all the terms, conditions and prerequisites set Forth in the Request for Proposal documents. 5 Points maximum

When determined to be in the City's best interest, the City reserves the right to reject any and all proposals received in response to this RFP and to waive minor noncompliance in a proposal. The City further reserves the right to make such investigations as it deems necessary as to the qualifications of any and all operators submitting proposals in response to this RFP.

The City's evaluation committee will evaluate all pertinent information and will endeavor to make a recommendation of the most qualified organization or individual(s) to the City Council for approval. If a favorable ranking and recommendation cannot be made on the basis of the proposals alone, the organizations or individuals deemed most qualified will be contacted for additional information and, if warranted, interviews. The City assumes no obligation in the solicitation of this Request for Proposals and all costs shall be borne by the interested firms.

- 7. **Schedule.** The schedule below is provided for reference only. The City reserves the right to amend the schedule below as deemed necessary or appropriate by City staff.

Publication of RFP .....	Dec. 4 <sup>th</sup> & Dec. 11, 2015
RFPs received by City .....	December 21, 2015
Review and analysis of RFP complete .....	January 6, 2016
Consideration of contract by City Council .....	January 19, 2016

- 8. **Submittal of RFP.**

Responses to the RFP must be addressed to City Secretary's Office, City of Edinburg, and received at City Hall, at 415 W. University Drive, Edinburg, Texas 78541 by Monday, December 21, 2015 and no later than 3:00 pm. Six (6) complete sets of the response One (1) original marked "ORIGINAL," and Five (5) copies marked "COPY". RFPs submitted by facsimile (fax) or electronically shall NOT be accepted. Submittal of an RFP in response to this solicitation constitutes an offer by the respondent, no larger than 45 bound pages must be submitted no later than this date and time. The RFP is to be placed in a sealed envelope indicating that its contents are in response to the Request for Proposals for the "RFP 2016-006 OPERATION OF THE DRAG STRIP (RACETRACK) AT SOUTH TEXAS INTERNATIONAL AIRPORT AT EDINBURG".

- 9. **Contact Information.**

Technical questions should be directed to:  
 Tomas D. Reyna, Assistant Director of Public Works  
 415 W. University Dr.  
 Edinburg, Texas 78541  
 Phone: (956) 388-8210  
 Fax: (956) 383-7111  
 Mobile: (956) 239-1580  
[treyna@cityofedinburg.com](mailto:treyna@cityofedinburg.com)

Procedural questions should be directed to:

Lorena Fuentes, Purchasing Agent

415 W. University Dr.

Edinburg, Texas 78541

Phone: (956) 388-8972

Fax: (956) 383-7111

[lfuentes@cityofedinburg.com](mailto:lfuentes@cityofedinburg.com)

Airport operations questions should be directed to:

Debora Melvin, Airports Manager

1300 East FM 490

Edinburg, Texas 78542

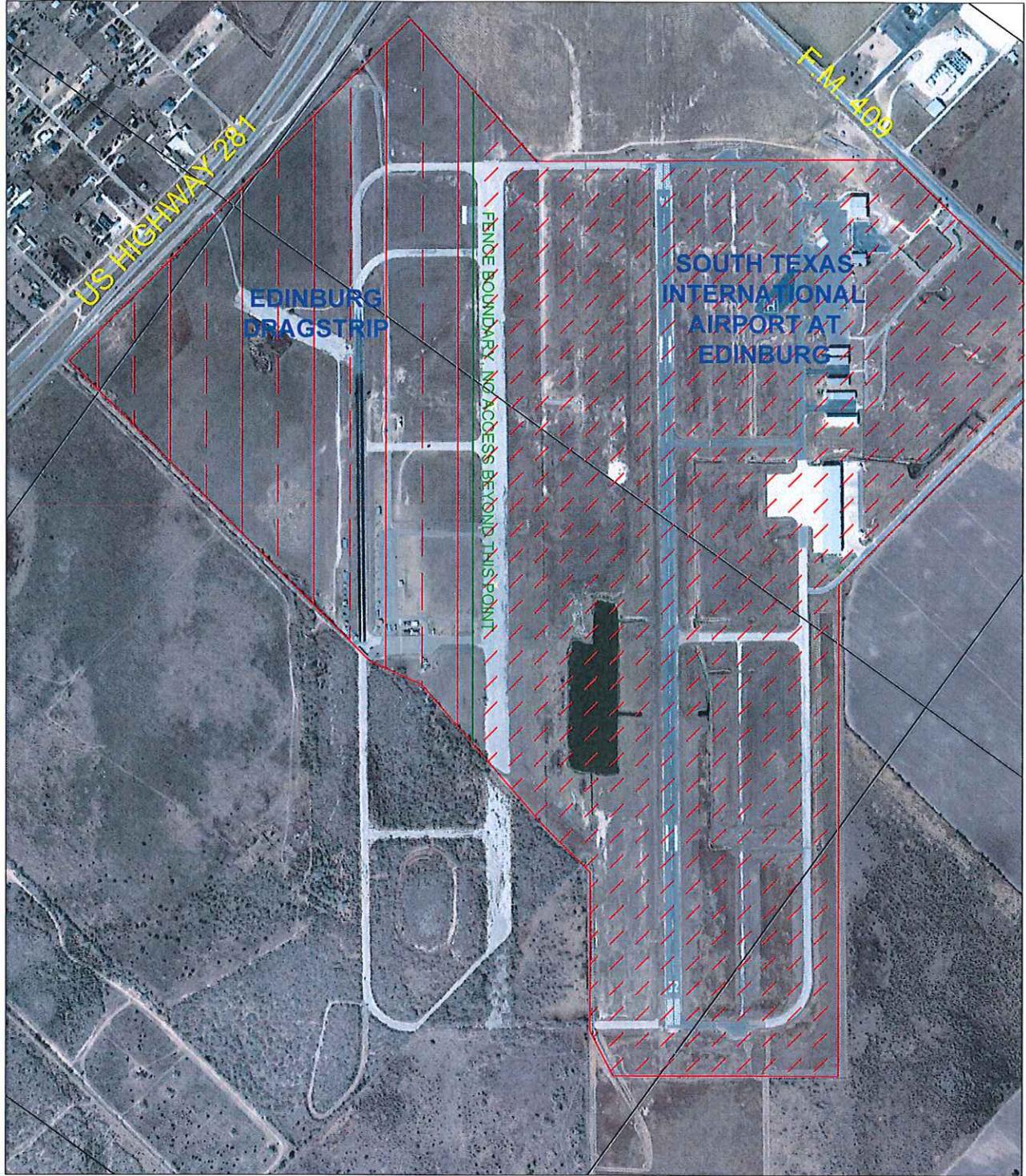
Phone: (956) 292-2047

Fax: (956) 292-2016

Mobile: (956) 522-3580

[dmelvin@cityofedinburg.com](mailto:dmelvin@cityofedinburg.com)

Exhibit "A"



M:\Graphic Technicians\EXHIBIT\EDINBURG DRAGSTRIP.dwg - Nov 20, 2015 - 11:45AM



EDINBURG DRAG STRIP(RACE TRACK)  
AT SOUTH TEXAS INTERNATIONAL  
AIRPORT  
EXHIBIT A



PUBLIC WORKS DEPARTMENT

SCALE: N.T.S.

DATE: 11/20/2015

DRAWN BY: ASILVA