

REQUEST FOR PROPOSALS

Precinct No. 1 and The Boys and Girls Club of Weslaco would like to invite you to submit a Request for Proposal on the following:

RFP No.:	Description:	Acknowledgement of RFP's Date:
B-23-CP-TX-1415	Archeological Surveying Services – Boys & Girls Club of Weslaco Capacity Expansion Project	Wednesday, July 23, 2025 3:00 P.M. (CST)

Scope & Specifications: A digital copy of the solicitation documents and technical specifications may be obtained at the **Boys and Girls Club of Weslaco, located at 300 N Airport Dr. Suite B, Weslaco, TX 78596, or by contacting Ms. Mary Gallardo at (956) 973-1610 or via email at bgcclopez@hotmail.com.** You may request documents by phone or email.

Submission Requirements: Upon submitting sealed proposals, bidders are required to properly identify (handwritten, typed, or printed) sealed envelope and/or packet as follows: Bidder's name and address on the upper left-hand corner of the sealed envelope and/or package and **RFP No B-23-CP-TX-1415 “Archeological Surveying Services – Boys & Girls Club of Weslaco Capacity Expansion Project” on the lower left-hand corner of sealed envelope/and or packet.** For overnight delivery, ensure the **outer express envelope/package is also labeled** accordingly.

The sealed proposal must contain one (1) original, three (3) copies and one (1) USB drive with the complete proposal package, including all required forms and certifications. The submission must be clearly identified and addressed for delivery to:

Ignacio Amezcua, MBA, CTCM, CTCD - Purchasing Director Hidalgo County Purchasing Department

US Postal Mail/Courier Address:
2812 S. Business Hwy. 281
Hidalgo County New Administration Bldg
Edinburg, Texas 78539

Physical Location:
2802 S. Business Hwy. 281
Hidalgo County New Administration Bldg.
(Southeast of Canton Rd & Business 281)
Edinburg, Texas 78539

Deadline: Sealed proposals will be accepted until **Wednesday, July 23, 2025 at 3:00 P.M. (CST)** at the **Hidalgo County Purchasing Department, located at 2802 S. Business Hwy 281, Hidalgo County New Administration Building, Edinburg, Texas 78539.** Proposals received after the stated deadline will be **returned unopened** and will not be considered. **Faxed or emailed submissions will not be accepted.**

Federal Requirements: This solicitation is funded under the **Fiscal Year 2023 Economic Development Initiative – Community Project Funding (EDI–CPF)** program and is subject to the guidelines outlined in the **FY2023 Community Project Funding Grant Guide** provided by the U.S. Department of Housing and Urban Development (HUD).

The project is governed by the **Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards** as specified in **2 CFR Part 200.**

Additional Compliance Requirements Include:

SAM.gov Registration: All vendors and professional service providers must obtain a Unique Entity Identifier (UEI) and maintain active registration status on [SAM.gov](https://sam.gov).

Certificate Regarding Debarment: Prior to award, firms must submit a signed Certificate Regarding Debarment, certifying that neither the firm nor any of its principals are debarred, suspended, or otherwise excluded from participation in federally funded programs. This certification is required before inclusion on the Commissioners Court agenda.

Conflict of Interest Disclosure: Respondents must disclose any potential or actual conflicts of interest as required by 2 CFR §200.318.

Equal Opportunity & Non-Discrimination: The Boys and Girls Club of Weslaco is an equal opportunity provider and employer. All qualified applicants will receive consideration without regard to race, color, religion, sex, sexual orientation, gender identity, or national origin.

Affirmative Steps for Minority Participation: Contractors are encouraged to take affirmative steps to ensure the use of minority businesses, women's business enterprises, and labor surplus area firms when possible.

Section 3 and WMBE Participation Encouraged: While this contract is for professional services and not subject to Section 3 hiring mandates, The Boys and Girls Club of Weslaco encourages participation by Section 3 Business Concerns and Women- and Minority-Owned Business Enterprises (WMBEs). All eligible firms are strongly encouraged to respond. For information on how to qualify as a Section 3 business or WMBE, please contact: The Boys and Girls Club of: (956) 973-1610.

Evaluation Criteria: The method of evaluation and selection criteria are included in the full RFP packet. Proposals will be reviewed for responsiveness, qualifications, past performance, and compliance with federal, state, and local requirements.

Rights Reserved: The Boys and Girls Club of Weslaco reserves the right to reject any or all proposals, waive informalities or irregularities, and to accept the proposal deemed most advantageous to the Boys and Girls Club in accordance with federal regulations applicable to the Fiscal Year 2023 Economic Development Initiative, Community Project Funding (EDI–CPF) program.

**IGNACIO AMEZCUA, MBA, CTCM, CTCD - PURCHASING DIRECTOR
HIDALGO COUNTY PURCHASING AGENT**