



• RESOLUTION

A RESOLUTION OF Hopkins County, TEXAS, AUTHORIZING THE AWARD OF SERVICE PROVIDERS FOR THE TEXAS HAZARD MITIGATION ASSISTANCE PROJECT FUNDED THROUGH THE TEXAS DIVISION OF EMERGENCY MANAGEMENT (TDEM) AND/OR TEXAS WATER DEVELOPMENT BOARD (TWDB).

WHEREAS, Hopkins County seeks assistance in pre-award and post-award engineering services, if awarded a HMA Hazard Mitigation Grant;

WHEREAS, in order to identify qualified and responsive providers for these services a Request for Qualifications (RFQ) for engineering services has been completed in accordance with Texas HMA requirements;

WHEREAS, the proposals received by the due date have been reviewed to determine the most qualified and responsive providers;

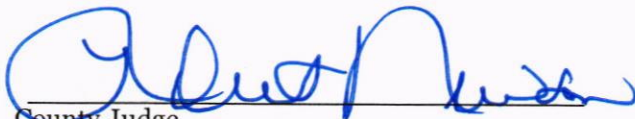
NOW, THEREFORE, BE IT RESOLVED:

Section 1. That MTG Engineers & Surveyors be selected to provide Texas HMA application and project-related **professional engineering services** for the Hazard Mitigation Assistance Grant project.

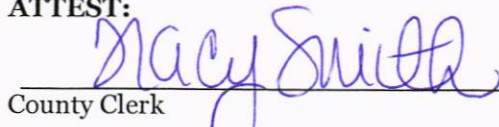
Section 2. That any and all contracts or commitments made with the above-named services providers are dependent on the successful negotiation of a contract with the service provider;

PASSED AND APPROVED ON July 1, 2019.

APPROVED:

  
County Judge

ATTEST:

  
County Clerk



June 13, 2019



Mr. Adam Schragin  
Hopkins County  
112 Church Street  
Sulphur Springs, TX 75482

**Re: Statement of Qualifications for Pre-award & Post-award Engineering Services  
Hazard Mitigation Grant Program (HMGP), Pre-Disaster Mitigation Grant Program  
(PDM), & Flood Mitigation Assistance Grant Program (FMA)  
Hopkins County**

Dear Mr. Schragin:

MTG Engineers & Surveyors, Inc. has received your Request for Qualifications for engineers. Our Statement of Qualifications details our people, abilities, projects and history and is included for your review. We provide civil engineering and surveying services and are highly experienced in municipal engineering needs for all types of water, wastewater, road and drainage projects.

MTG has engineered several successful Texas Division of Emergency Management (TDEM) projects since our inception in 1962. We have a staff of 22 including engineers, surveyors, technicians and support personnel.

MTG understands the requirements of the TDEM & TWDB programs and the needs of Texas communities. Funding opportunities are few and slow. Your community needs these improvements now. We can provide successful projects for you on time and within budget. We are ready to work.

Also included are copies of our Sam.gov registration and insurance coverages. It is to be noted that MTG Engineers & Surveyors, Inc. is fully licensed to practice engineering and surveying in Texas. Our firm registration is F-354.

Thank you again for the opportunity. We look forward to working with your community.

Sincerely,

A handwritten signature in black ink that reads "Caleb J. Mudford". The signature is written in a cursive style with a prominent loop at the end of the last name.

Caleb J. Mudford, P.E., CFM  
MTG Engineers & Surveyors, Inc.

[www.mtgengineers.com](http://www.mtgengineers.com)

**Hopkins County**

**HMGP, PDM, and FMA Programs**

**MTG Engineers & Surveyors**

**Statement of Qualifications**

**PRECISION  
EXCELLENCE  
EXPERIENCE**

5930 Summerhill Road

Texarkana, TX 75503

(903) 838- 8533

[CalebMudford@mtgengineers.com](mailto:CalebMudford@mtgengineers.com)

**MTG**  
*engineers  
& surveyors*

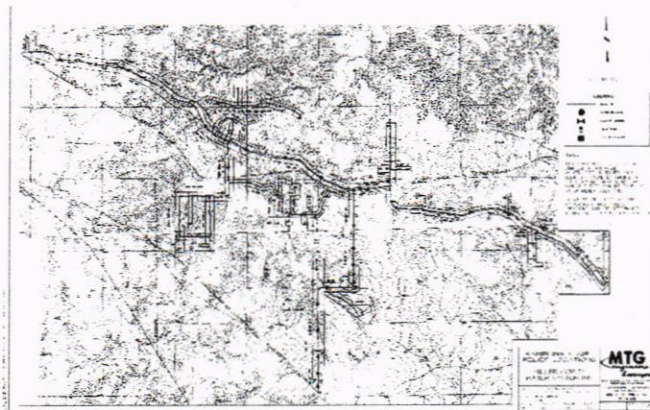


## Section 1: FIRM OVERVIEW

### MTG Engineers & Surveyors, Inc. (MTG)

MTG, incorporated in 1962, has continuously provided superior civil engineering and surveying services throughout four states region. We are located in Texarkana, and provide services all over the United States with professionals registered in 16 states. MTG's staff includes registered professional engineers, a registered engineer in training, a registered professional land surveyor, and a complete technical support staff. Our staff has the resources to support all of your needs while maintaining a strong interest in the long term success of your project.

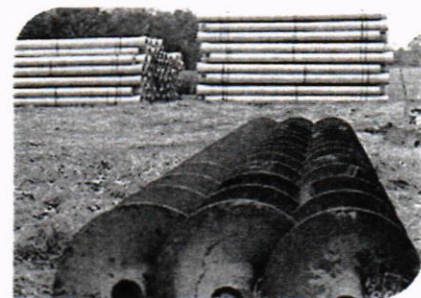
Our engineers and survey crews have worked on many projects that have stood the test of time for design, operation, and maintenance. MTG's public works team boasts over 100 combined years of engineering experience and has served as city engineers for multiple municipalities. MTG has completed several hundred federal and state funded projects for various cities and entities through sources like: TXDOT, Parks & Wildlife, Capital Fund, Bonds, Private financing, and Water/Wastewater Advisory Committee. We understand the complex process of obtaining these funds and can assist you in planning a project that optimizes the available funding and provides the municipality with the best price/performance ratio.



Genoa Arkansas, Miller County Public Water Authority Water  
Main Extension



MCPWA Elevated Storage



North Texas Water Main Project (EDA Funds)



## Statement of Qualifications For Professional Services

### MTG Services Offered:

- Utility Planning and Design
- GIS Services
- Master/Conceptual Planning
- Transportation Design
- Feasibility Studies
- Infrastructure Assessments
- Stormwater Management & Design
- Site Design
- Construction Support
- Funding Assistance
- Platting & Surveying Services
- ADH and ADEQ Permitting
- Scheduling

### Water Services

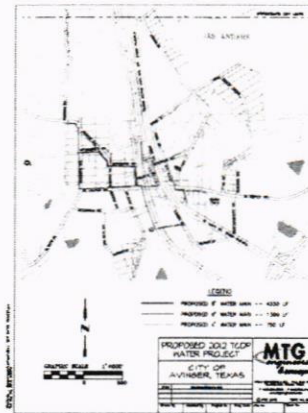
MTG has the ability and knowledge to provide a wide range of public sector water infrastructure systems including:

- Water Treatment Facilities
- Water Distribution Piping
- Metering, Fire Hydrants and other appurtenant items.
- Ground & Elevated Storage Systems
- Pump Stations

### Wastewater Services

MTG has the ability and knowledge to provide a wide range of public sector wastewater infrastructure systems including:

- Wastewater Treatment Facilities
- Wastewater Collection Piping
- Lift stations and force mains
- SCADA Systems



### City of Avinger Water Improvements Drainage Services

MTG has the ability and knowledge to provide a wide range of public sector drainage infrastructure improvements including:

- Hydrology & Hydraulic Analysis
- GIS & Mapping
- Storm Sewer Systems
- Detention/Retention Design
- Green Design (Filtration/Bioswales)
- FEMA Related Services

(All MTG plans are accompanied by full plan specifications, details, notes, and applicable cross sections and/or elevations.)



MTG Engineers & Surveyors is registered to work in 16 States.





## Section 2: SPECIALIZED EXPERIENCE AND TECHNICAL COMPETENCE

### Experience with Project Planning

We have provided engineering services on **more than 200 federally funded construction projects.**

On each of these projects, we assisted with the preparation of the grant applications.

In some cases, new organizations were developed from ground up, including TexAmericas Center, DeKalb (TWDB, CDBG and FEMA), Clarksville and the Nash Industrial Development Corporation. MTG is experienced in both the requirements for project startup and agency startup. For each of these agencies and projects, the following was provided:

- a. Preliminary planning to determine actual needs and alternatives and matching a project to meet the needs while working within the budget.
- b. Completing estimates, preliminary plans and exhibits to support planning and grant application.
- c. Providing preliminary mapping, surveying and planning and to ensure that decisions are based on supportable facts and figures.

**Innovation, experience, quality,  
performance, and professionalism.  
In environmental, civil, land  
planning, and field services...that's  
what sets MTG apart from the rest.**

### Grant Related Experience

MTG is knowledgeable in the application, administration, design, bidding, contract management and closeout of state and federal grant projects.

- Community Development Block Grants- **Over 100 Projects**
- EDA Grants
- FEMA Grants
- Foundation Grants
- Bonds

### Knowledge and Experience with State and Federal Requirements

Our projects meet or exceed state and federal requirements for bid and construction. These requirements include technical requirements for design, safety and contracting. Projects are bid to meet all certifications for Davis Bacon, SAM, Equal Employment Opportunity, Americans with Disabilities, HUD Section 3 (New Hire Employment, LMI and Training), Lobbying, Clean Air/Water and general insurance requirements.





These requirements are included in all bid documents and certifications are required before contracts are executed. Specifically, MTG has provided the following:

- a. NEPA assistance and/or studies
- b. Administered Davis-Bacon and other Federal labor compliance laws
- c. Procured property, right of ways and easements in accordance with the Model Uniform Relocation Act of 1970 (over 50 miles of easements and substantial acreage was acquired in the listed projects)
- d. Followed all Texas and Federal laws pertaining to procurement

Additional projects and details are available upon request

#### **Experience with Financial Management**

MTG has managed each of the above listed projects plus many more federal and state projects by other agencies. In each of these projects, the budget was established, the grant applied for, the project designed and constructed. The owner for each of these projects received the desired project at the cost determined during the grant process. State and Federally funded projects can take 2 to 4 years to complete, thus

complicating the financial management process.

However, MTG's record proves that time and time again we deliver sound project budgeting and financial management, as evidenced by the following:

1. Since our projects are bid on a unit price basis, it is simple to determine the amount of constructed work in a given pay period.
2. We work with the contractor, often face to face, to prepare and review pay estimates on a monthly basis. In addition, we provide interim or progress reports as required by the funding agency.
3. Maintain positive lines of communication with the grant recipient and funding agency regarding project needs/issues and anticipated pay requests to provide for timely payments for the construction contractor.

#### **Experience with Contract Management**

MTG provides Contract Management for most projects. The regulations of the funding agency are followed with regard to contract requirements, invoicing, approvals, certifications, change orders and closeout. We are familiar with the requirements of both state and federal projects.





**Experience with Competitive Bidding Process**

MTG typically bids over \$20,000,000 of projects through competitive bidding annually. We understand that superior plans/specs receive good bids from good firms. We allow enough time for contractors to study your project in order to get the best bids. Prebid conferences, use of state clearinghouses, statewide publication, our database of reputable local contractors and our understanding of state/federal guidelines for competitive bids help to get your project the best bid possible.

**Experience with Construction Management and Observation**

MTG understands that a properly designed and constructed project leads to lower operational and maintenance costs and increased service life of the facilities. In this regard, we use in house staff for inspections, resident inspection (if needed or required) and third party laboratories for materials testing (typically soils, steel and concrete). Your project will be inspected to ensure that construction meets design, regulatory and project requirements.

**Experience with Project Closeout**

On each of the listed projects, work was completed on time, in budget and within the requirements of the funding agency. Project closeout begins with a good and fair budget, realistic schedule and a good contractor. Project closeout is routine for

our projects as coordination with the client, funding and regulatory agencies is maintained throughout the construction schedule. Closeout activities include final inspections, certifications, O&M manuals, warranties, release of liens and final payments.



*Roadway & Drainage Design/Alignment (MTG)*



*19,000 Acre TexAmericas Master Planning (MTG)*





## Section 3: PERFORMANCE

### Ability to Meet Schedules and Deadlines

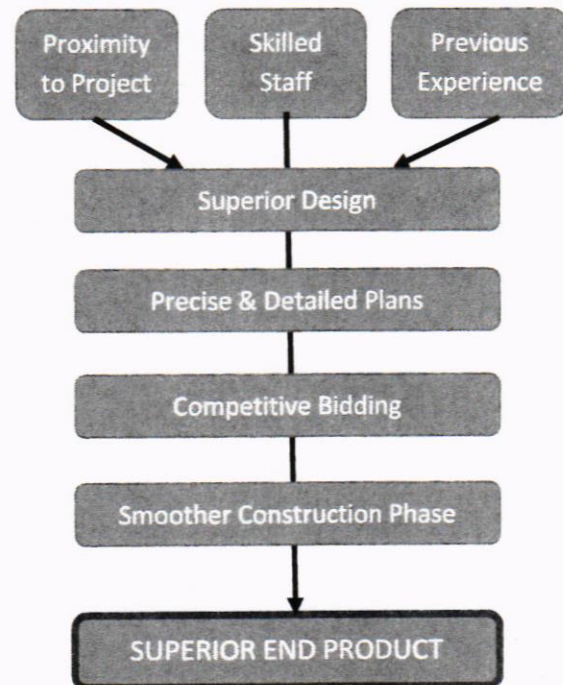
MTG works with you and the funding agency to develop the project schedule. Typically, planning, design, approval, bidding and construction schedules are established during this time. We welcome you to contact the recipients of the listed projects to verify that our projects are completed on time, meeting all schedules. Our phone is answered between 7:00 in the morning and 5:30 in the evening. In addition, key personnel assigned to this project have cell phones and can be reached at almost any time. We prioritize being accessible when you need us.

### Control of Costs

Engineering budgets are established during the grant application process. These costs never change unless you request a scope change in the project. For construction costs, accurate estimates for actual construction are crucial. Our understanding of project costs and estimating result in projects that bid at or under budget. Our projects are contracted with a little reserve so that if a change order is necessary, you have the funds to approve. If a project under runs, then you can build a little more at the end.

### Quality of Work

Quality is achieved by use of national standards for design, materials and construction. Inspection ensures that the project consists of quality work. Another hallmark of our projects relating to quality is that they function well. When dealing with rail and large design vehicles, sufficient room is needed to operate all facilities safely and economically. These projects also require less O&M efforts. Quality is in our projects throughout construction and operation.

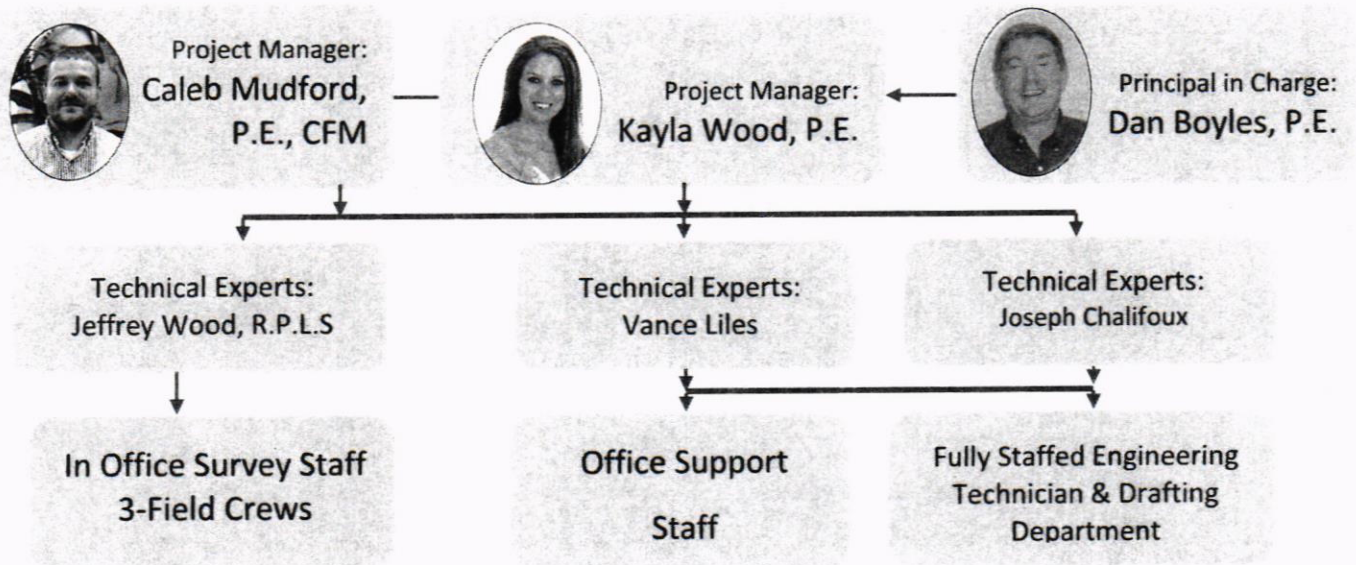




## Section 4: CAPACITY AND CAPABILITY OF FIRM TO PERFORM WORK

### MTG Engineers & Surveyors, A Staff Second to None

MTG has a staff of six design engineers with experience in water distribution, waste water treatment and distribution, storm drainage, roadway design, and many other design fields. Based on the client and design aspects, we create a custom team to fit any need. At the start of any project we coordinate a meeting between your staff and ours and provide you with contact information for everyone on our staff from the person in charge to the technical experts. The following are committed to your project:



### Principal In Charge

#### Dan Boyles

Dan Boyles, P.E., has had the opportunity to participate on many water and sewer planning projects during the past twenty years. Master planning has been undertaken on water/sewer projects (Riverbend Water Resource District, Sulphur River Basin Authority, TexAmericas Center and the Texarkana Water Utility). On these projects master planning, environmental studies, project identification, preliminary drawings and estimates were provided.



Project implementation is Dan's primary strength. Projects have been designed, permitted and constructed. These projects include:

- Water transmission main (15 miles and 30 inch pipe) from Millwood Transmission Main to the Member City System
- Water and sewer systems north of Interstate 30 for areas annexed since 1994
- Nash, business parks, new retail areas and municipal utility replacements (water tower, distribution water mains, collection sewer mains and roads)

## Project Managers:

### Kayla Wood

Kayla has over 13 years of project management and design experience. In this capacity, projects have included Master Planning and Development, Civil Site Design, Utility Systems, Road and Subdivision Projects, Availability and Cost of Design Options, Drainage Studies, and Stormwater Pollution Prevention Planning. Kayla also provides complete civil engineering services for two Texas A&M campuses.

### Caleb Mudford

Since graduating in 2012, Caleb has worked on numerous projects ranging from municipal projects, site development fields, and state highways in the Tulsa, Little Rock and Texarkana areas. On top of being a certified flood plain manager, his experience and expertise includes many residential, industrial, roadway, and municipal projects. Caleb has worked directly with multiple municipalities on various projects ranging from grant applications for utility improvements to street rehabilitation.

## Technical Experts

### Surveyor, Jeffrey Wood

Jeffrey has over 13 years of experience with land boundary surveys, land subdivision platting, design and topographic surveys and GIS experience with MTG Engineers and Surveyors, Inc. He is experienced in the use of GPS equipment and software. Jeffrey supervises the activities of our survey crews and is experienced in the use of all surveying equipment. He has supervised a wide variety of various surveying projects from simple boundary surveys to extensive engineering





related topographic surveys. Important to this project has been the boundary surveys transferring LSAAP and RRAD properties to TexAmericas. Road right of ways and utility easements were also provided. Jeffrey has also provided expert witness testimony in land boundary dispute cases.

## Staff Engineers

MTG's staff engineers have a broad knowledge of all aspects of utility and site design. Our staff of engineers are registered in many different states, certified floodplain managers, trained in NFIP-Community Rating System, TDA-CDBG Grant Administration, TDA 2018 Implementation, and all have experience working with various state and federal agencies. Our engineers have designed utility projects such as city master utility plans, residential utility plans, water/ waste water main extensions, full civil site utility plans, wastewater treatment plant studies, FEMA floodplain studies, Dam rehabilitation and improvements, and utility route studies.

## Support Staff

MTG is equipped with a large support staff comprised of design/ CAD technicians, Survey Crews, Survey Technicians, and other various office personnel. At MTG we utilize every employee to ensure that we deliver the best product and in a timely manner.

**Our entire staff is available and ready to start on your project as soon as we receive approval.**



*Full Flowing V-Notch Weir Stormwater Detention System (MTG)*



*MTG Field Crew Surveying Project at the Turk Power Plant*



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## MTG Past Projects and Experience

- Hopkins County Flooded Roads
  - Hazard Mitigation Grant Project for county roads and drainage improvement
  - Provided drainage improvements to county roads to help control flooding.
- TexAmericas Center
  - Two EDA projects were designed and constructed to provide roads, water and sewer to almost 700 acres of the TexAmericas campus. The total value of these two projects was \$4,500,000, with construction between 1998 through today.
- DeKalb, Texas
  - Three CDBG projects have been conducted between 2010 and 2017, including:
    - Water – several miles of distribution main, fire hydrants, meters and service reconnections
    - Sewer – several miles of pressure and gravity mains including pump station rehabilitation and manholes
    - Roads – disaster grants through CDBG and FEMA for storm related damages
    - Under current design are repairs to the tornado damaged wastewater treatment plant using TWDB disaster funding.
- Texarkana, Texas
  - Two EDA projects were designed and constructed between 1998 and 2014.
    - Christus St. Michael Hospital – This project provided roads, water and sewer to the hospital. A water tower was also constructed under this grant, bringing project total to \$2,000,000.
    - North Texarkana Connector Street – This project totaled over \$2,000,000 and provided roads, utilities and sidewalks for Galleria Oaks Drive, connecting Summerhill and Richmond Roads.





- **Nash, Texas**
  - Eight (four TDA/TCF, two EDA and two city) projects were designed and constructed between 2000 and 2018. Each project benefited the Nash Industrial Park. Over 380 acres were provided with road and utility access. These projects totaled \$6,000,000.
  
- **Bowie County**
  - A 30 inch water main was designed and constructed in 1998 connecting the 36 inch main from the Millwood Treatment Plant to a connection with the TWU main located on US 82 in Leary. This project totaled \$3,500,000 and was constructed with EDA funds.
  
- **Clarksville**
  - Ten CDBG and four EDA projects were designed and constructed benefiting the Clarksville Industrial Park between 1995 and 2016. These projects included 150,000 square feet of buildings, roads, water and sewer lines. The total value of these projects is \$9,000,000.

Disaster Relief Projects (CDBG, TDEM, TWDB or FEMA Projects) for the following cities:

- Bogata
- Nash
- DeKalb (CDBG and TWDB)
- Hopkins County (TDEM)
- Atlanta
- Clarksville
- Avinger

Gulf Area Projects:

- MTG recently designed two hotels in Port Arthur, TX: Towne Place Inn & Suites, and Holiday Inn Express. During Hurricane Harvey, both of these hotels received 26 inches of rain. While many hotels were out of commission, these hotels remained dry and open for business.

On each of these projects, the following services were provided:

- Project planning
- Application for funding
- Project specifications meeting the required federal formats (contracts, Davis-Bacon and technical specifications)
- Project start-up
- Project design



- Competitive bidding (including advertising, prebid, bid opening, contractor qualifications and award)
- Contract management (including Notice of Award, Preconstruction Meeting, Contract Management, Project Inspections, Pay Applications and Project Closeout)

All projects were constructed on time and within budget and are still utilized on a daily basis.

## Section 5: TEAMING

MTG knows that a successful project may need many different professionals. For more complex projects, we typically invite other professions to work with us to ensure your project's success. We maintain good working relationships with the following other professions and can bring them to your project if needed.

- Geotechnical Engineering – This is often needed for more complex road, water and sewer projects where deep foundations or materials testing are required.
- Surveying - MTG has a registered surveyor and three field crews, but sometimes uses local surveyors for their expertise in the area.
- Site Specific Testing – These services are sometimes needed to test soils, concrete and steel components on more complex road, water and sewer projects.
- Archeological Studies – Specialized surveys are sometimes needed for Greenfield development to assess if cultural resources are present or require special attention.
- Planning and Feasibility Studies – MTG offers these services, but sometimes brings outside resources to a project for more complex engineering, biological, financial, etc. aspects of a project.
- Legal Documentation – Our survey department and engineers are well versed in determining the need for additional right of ways or easements. For new legal instruments, we can write easements but recommend qualified legal staff for right of ways. We are familiar with the Uniform Acquisition Act and how to follow to obtain new easements or right of ways.
- Phase I and II Environmental Site Assessments – MTG uses contract providers for these services.

MTG maintains excellent working relationships with many professionals to provide the listed specialized services. We can help you procure these services and make recommendations. Should you have relationships with any of these providers, we can work with them. It is to be noted that these services are best provided to the Client by direct contract as their professional liability insurance will be more advantageous to you than as a subcontractor.

Other professional services can be provided in addition to those listed. MTG will not use anyone other than our staff on your projects unless we have your prior approval.





## Section 6: REFERENCES

### **Hunt County**

Bobby Stovall, County Judge

Phone: 903.408.4146

Tasks Performed: Worked with MTG to provide surveying services to Hunt County.

### **5W Contracting, Sulphur Springs Texas**

Mike Williams

Phone: 903.348.3796

Email: [mwilliams@5wcontracting.com](mailto:mwilliams@5wcontracting.com)

Tasks Performed: Utilized on several engineering projects for MTG.

### **Texarkana Water Utilities**

J.D. Phillips

Phone: 903.798.3821

Email: [philips@txkusa.org](mailto:philips@txkusa.org)

Tasks Performed: MTG provided civil engineering designs and surveys for numerous water/sewer lines for the City of Texarkana Arkansas.

### **City of Nash, Texas**

City Manager Doug Bowers

Phone: 903.838.0751

Email: [dbowers@nashtx.org](mailto:dbowers@nashtx.org)

Tasks Performed: MTG provided civil engineering designs and surveys for water/sewer lines, new roads and drainage facilities. Easements and right of way documents were prepared. All EDA contract management was provided.

### **City of Clarksville, Texas**

Mayor Ann Rushing

Phone: 903.427.3834

Email: [citymayor@suddenlinkmail.com](mailto:citymayor@suddenlinkmail.com)

Tasks Performed: MTG provided civil engineering designs and surveys for water/sewer lines, new roads and drainage facilities. Three buildings totaling 150,000 square feet were constructed or purchased. All EDA contract management was provided.

Additional references and projects are available upon request.





## Section 7: PROJECT APPROACH

Our team is ready to meet with your staff to kick off this project. The first priority items will be to assist with the SRF application for project funding and to initiate the planning process for the project. MTG has completed multiple water and utility projects for various cities throughout the region through the years creating the perfect combination to assist you on this project.

Once the SRF application and planning phases are completed, design work can begin for the project. Designs will be provided at the 50, 70 and 90 percent stage for review and comment. We feel it is important to provide our clients with multiple interim plan sets to ensure you are getting the project and results desired. With receipt of the 90 percent review documents, we will make the final edits and ready the project for bids. With the design of many projects, MTG has developed great relationships with contractors that have proven reputable and competent to complete the work properly and on time. These relationships ensure that bidding is competitive, thus giving the best product for your dollar.

We have committed staff to this project to make sure you have the best designs possible and to meet your schedules.





## Section 8: SUMMARY

MTG Engineers & Surveyors – has over 56+ years of specialized experience and the technical competence your project needs. We know how to design facilities to meet the needs of today and tomorrow. In addition, we have worked extensively on many CDBG projects and understand their requirements. We invite you to visit the CDBG, TDA, and EDA projects we listed or contact the owners of these facilities. Each of these projects continues to function as designed, showcasing our team's performance and dedication to providing the best possible end product.

MTG has the staff to work accurately, quickly and to the success of your project. Most importantly, we are ready to work now and can begin immediately. We have the staff and capability to work at the times you need. We will always answer the phone, be ready to work and most times can be on site whenever requested of us. We are available for your board meetings, public meetings, project planning sessions, work related items, surveying and project inspection.

We have enjoyed working all over the United States for many years. We have completed projects ranging from either rebuilt or extended water lines, sewer lines, designed/constructed new elevated water towers, multiple roadway designs, site developments, reconstructed the wastewater treatment plants, landfills, and various other civil projects. We can put this knowledge to work for you.

Thank you for this opportunity to present our professional qualifications. This is an important project to the area. We welcome the chance to work with you on this project and hopefully many more in the future. We have the experience, performance and capacity to help make your project successful.

Respectfully submitted,

**MTG ENGINEERS & SURVEYORS, INC.**

Caleb J. Mudford, P.E. CFM



Appendix A  
Resumes



**Daniel J. Boyles, P.E.**

Project Manager



5930 SUMMERHILL ROAD, TEXARKANA, TX 75503  
PHONE: 903-838-8533 – WWW.MTGENGINEERS.COM  
TBPE #354

**Education:**

B.S. Civil Engineering  
University of Texas

**Registered Professional Engineer:**

Texas: #68193  
Arkansas: # 6421

**Representative Project Experience:**

- Business/Industrial Parks – Planning for transportation (rail, trucks and freight), zoning, land utilization and infrastructure extensions (roads, water, sewer and drainage)
  - Municipal Utilities – Engineering designs for water and sewer systems
  - Project Management – Coordination of project funding, startup, design, construction management and closeout
- Project Engineer for TexAmericas Center (TAC) on the evaluation of all site utilities for the Red River Army Depot (RRAD) and the Lone Star Army Ammunition Plant (LSAAP). The utility systems were evaluated for both the 1995 and 2005 Base Realignment and Closure efforts. Transportation facilities (32 miles of rail, roads and interstate access), water production/treatment and distribution, wastewater treatment and collection, electrical, gas, communications, landfill and steam utilities were analyzed and studied for privatization. The RRAD and LSAAP facilities serviced a 40,000 acre federal military reservation.
  - Project Engineer for the Miller County Public Water Authority. Preliminary engineering consisted of water modeling for a new water system. More than four pressure planes with varying pipe diameters were studied to optimize the system. The system accommodates 400 users and is expandable to approximately 1,200 users. The initial construction consists of approximately 30 miles of water lines, 2 rail crossings, 150,000 gallon elevated storage tank and a pump station. This project was funded by local, state, and federal funding in the amount of \$5,500,000. Construction was completed in November 2014.
  - Crossroads Business Park, Texarkana, Arkansas - Project Engineer for a 3-mile project (three phases) involving the construction of new urban collector streets with concrete construction. Additionally, water and sewer line extensions and were accomplished. Unique to the project is a city owned parking facility supporting a meeting center and associated storm water detention/drainage. MTG was also responsible for right-of-way and design surveys, preliminary schematic design and environmental analysis of proposed improvements. Project costs will total \$5,500,000.00, with the final phase to be completed in 2015.
  - Maxwell Industrial Park, Texarkana, Arkansas - Project Engineer for a 2.8-mile project in Maxwell Industrial Park, involving the construction of new urban collector streets with concrete and ditch construction. Additionally, over 2.5 miles of water and sewer line extensions and 0.8 miles of street reconstruction are to be accomplished. MTG was also responsible for right-of-way and design surveys, preliminary schematic design and environmental analysis of proposed improvements. Construction costs totaled \$2,000,000.



**Kayla R. Wood, P.E.**

Project Manager, Partner



5930 SUMMERHILL ROAD, TEXARKANA, TX 75503  
PHONE: 903-838-8533 - WWW.MTGENGINEERS.COM  
TBPE #354

**Education:**

B.S. Engineering  
Texas A&M University

**Registered Professional Engineer:**

Texas: #104859  
Arkansas: # 14543

**Representative Project Experience:**

Mrs. Wood has over 13 years of project management and design experience. In this capacity, projects have included Master Planning and Development, Civil Site Design, Utility Systems, Road and Subdivision Projects, Availability and Cost of Design Options, and Drainage Impact Studies.

Mrs. Wood has been the project engineer for various projects for the City of Texarkana, TX since 2009 and working with the City since 2002. Mrs. Wood values her relationship with the city staff.

- Morriss Lane EDA Project Phase 1, 2 and 3- Lead Designer/Project Manager for Phase 2 and 3 of Morriss Lane and Designer for Phase 1. Mrs. Wood was instrumental in town hall meetings, planning and funding for all the 8,500 LF of street.
- Summerfield Lane (Bryce's Backage Road) - Mrs. Wood worked with the TIRZ funding for multiple land owners to construct the 2,500 LF road. She performed all design, layout, right-of-way acquisition and construction inspection for the project.
- University Phase 4- Mrs. Wood worked with the bond funding for the connection of Shillings Lane to Summerhill Road. This included master planning with adjacent land owners, right-of-way acquisition and coordination with TxDOT.
- Pavilion Parkway North- Mrs. Wood worked with the TIRZ funding for multiple land owners to construct the 2,500 LF road. She performed all design, layout, right-of-way acquisition and construction inspection for the project. This project also included regional detention and the conversion of the existing 4-way stop intersection into Texarkana's First Round-about.
- Gibson Lane West - Mrs. Wood worked with the TIRZ funding for multiple land owners to construct the 2,600 LF road. She performed all design, layout, right-of-way acquisition and construction inspection for the project.
- City Sidewalk Rehabilitation and Improvements—Mrs. Wood has been the project manager of many recent sidewalk rehabilitation projects for several city projects. These projects include the Friendship Center, New Boston Road, Rosehill Neighborhood and Robison Road. These have been CDBG funds and broken out into increments to meet funding requirements.
- City Planning for University Planning Development District- Mrs. Wood worked with Ms. Shirley Jaster to help develop a University Overlay District for a good portion of north Texarkana. This included mapping, master planning, and developing an ordinance to cover future development of portions of Texarkana.
- Bringle Park West and East- Mrs. Wood was the project manager for Bringle Park West and East. These projects included an elevated boardwalk structure and interconnected sidewalks, pocket park pavilions, restroom facilities, playground facilities and fishing docks. Bringle Park East also consisted of 1,000 LF of city street and parking facility.



**Caleb Mudford, P.E., CFM**

Project Designer



5930 SUMMERHILL ROAD, TEXARKANA, TX 75503  
PHONE: 903-838-8533 - WWW.MTGENGINEERS.COM  
TBPE #354

**Education:**

B.S. Engineering, 2012  
University of Arkansas

**Registered Professional Engineer:**

Texas: #129480  
Arkansas: #17723  
CFM: #3178-16N

**Representative Project Experience:**

Since graduating in 2012, Mr. Mudford has worked in the state highway, municipal and site development fields in the Tulsa, Little Rock and Texarkana areas. His experience includes many roadway, residential, industrial, and municipal projects. Mr. Mudford has worked directly with multiple municipalities on various projects ranging from grant applications for utility improvements to street rehabilitation.

- Pilot Texarkana Project, Texarkana, Arkansas - Project engineer for the design of a maintenance shop addition to the existing facility. Activities involved the design of pavement grades and site layout for maneuvering of semi-truck trailers. Additionally the proposed expansion required the design of a private lift station and force main to provide sewer service to the proposed building.
- Texarkana Arkansas School District Sewer Main Extension, Texarkana, Arkansas - Project engineer for the design of a sewer main extension for a proposed school facility. Activities included the design of a sewer main that could provide service to the future school building and also provide the opportunity for further development in the area.
- Shore Apartments, North Little Rock, Arkansas - Project engineer for the design and construction of a new apartment complex in North Little Rock. Activities included site layout of buildings, parking and other site features to meet city and client needs. Design also included the development of detention facilities for the complex and associated storm drain facilities to carry water offsite. Additionally, the development required the design of utility services and utility main extensions to service the apartment complex.
- FedEx Freight, Texarkana, Arkansas - Project engineer for the design of a new FedEx freight facility northeast of Texarkana. Activities included the complete civil design of a new facility, comprising of site and grading design, driveway permitting, utility design and detention facilities for the development.
- Twin City Title, Texarkana, Texas - Project engineer for the design of an office building for Twin City Title located adjacent to a FEMA floodplain. Design included site layout and grading to ensure building finished floor elevation exceeded the base flood elevation. Design also included utility service connections from mains running along Arista Blvd. to the proposed building.
- Highway 67 & Highway 38 Interchange, Cabot, AR - Project engineer for the preliminary design of an interchange located north of Cabot, AR along US Highway 67. Design included ramp design for entrance and exit ramps for the interchange that met or exceeded ArDOT standards. Additionally, design included storm drain for the proposed curb and gutter roadway section for the extension of Highway 38.
- Highway 77 & Highway 51 Intersection, Orlando, Oklahoma - Project engineer for the preliminary design of a modified intersection of US Highway 77 and State Highway 51 near Orlando, OK. Activities included horizontal and vertical alignments that met or exceeded state standards, temporary traffic control design, quantity calculation and hydrology and hydraulic design of multiple bridge crossings through the use of HEC-RAS



**Vance Liles, P.E.**



5930 Summerhill Road 903.838.8533 telephone  
Texarkana, Texas 75503 903.832.4700 facsimile  
TBPE No. 354

**Education**

Bachelor of Science, Civil Engineering, 2014  
Louisiana Tech University

**Registration**

Texas Registered Engineer #131529

**Background and Experience**

Since graduating in 2014 Mr. Liles has worked in the municipal and site development fields in the Dallas and Texarkana areas. His experience includes many roadway, residential, industrial, and municipal projects. Mr. Liles has worked directly with multiple municipalities on various projects ranging from park rehabilitations to master drainage planning.

**Related Projects**

- ❖ Neighborhood Vitality Project, Richardson, Texas - Project engineer for the design and construction of 3 separate box culvert system replacements for various streets in the Richardson Heights neighborhood. Activities involved drainage, hydraulic and hydrologic modeling, roadway design, water and waste water design, retaining wall design, and construction engineering support.
- ❖ City of Cedar Hill Master Drainage Plan - Project engineer for the analysis and preliminary design for a master drainage plan for the city off Cedar Hill. Activities included drainage design and analysis for approximately 260 acres of residential and commercial properties determined to have insufficient existing drainage facilities.
- ❖ University of Dallas Administration Building, Irving, Texas Project engineer for the design and construction of a new administration building at the University of Dallas. Activities included drainage design, utility relocations and connections, grading, and paving plans. Since this project was located adjacent to the school's bell tower, Mr. Liles had to design a grass and brick pave fire lane to maintain the beauty of the campus.
- ❖ Frye Road, Irving, Texas- Project Engineer for approximately 1,200 LF of four lane undivided roadway alignment and design. This project was to connect the Fort Worth and Irving sides of Frye Road and increase the roadway from two lanes to four.
- ❖ Northwest Drive, Coppell, Texas- Project Engineer for approximately 2,000 LF of four lane undivided roadway alignment and design. This project was required to complete the public infrastructure necessary for Prologis Park 121.
- ❖ New Boston 2017 Street Improvements- Project engineer for the design of 2,000 linear feet of roadway and corresponding drainage improvements. Activities included analyzing and improving existing drainage problems, and adding on-street parking for community events.
- ❖ Prologis Park 121, Coppell, Texas – Project engineer for the development of a 100+ acre industrial park located along Texas 121. Efforts included multiple 50,000 to 100,000 square foot warehouse site plan designs, detention design, several thousand feet of storm drainage, water, and waste water design, and approximately 2,000 linear feet of 4 lane undivided roadway.
- ❖ Steeple Chase Residential Neighborhood, Hickory Creek - Project engineer for the development of a 50 acre single family neighborhood. Efforts included design of storm drainage, roadway design, grading, approximately 3,000 linear of water line, and 1,000 linear feet waste water.
- ❖ Logistic Centers II - VII, Coppell, Texas – Project engineer for the site design of multiple industrial warehouse north of DFW airport. Buildings ranged from 100,000 to 1,100,000 square feet and included several acres of paving around each building. Utility designs included plan and profiles for several thousand linear feet of: water lines ranging for 2” to 24”, sewer mains and services, and storm drainage ranging from 18” to box culverts. Multiple site plans included the design of detention basins and analysis required for discharging and constructing in the floodzone.



**Joseph Chalifoux, E.I.T.**

Design Engineer



5930 Summerhill Road      903.838.8533 telephone  
Texarkana, Texas 75503      903.832.4700 facsimile

### **Education**

Bachelor of Science, Offshore and Coastal  
Systems Engineering, 2017  
Texas A&M University at Galveston

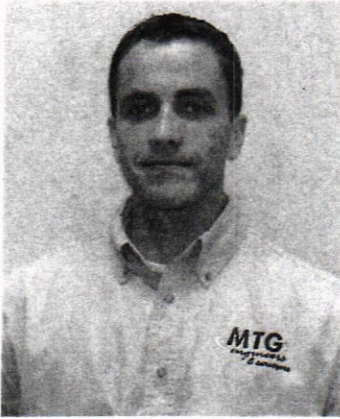
### **Background and Experience**

Upon graduating in 2017, Mr. Chalifoux has been involved with numerous municipal and site development areas across North-East Texas and South-West Arkansas. His experience includes all several aspects of projects from surveying, to design, quantity and bid packages, and site inspections.

### **Project Experience**

- Multiple concrete sidewalk project in the Texarkana area – Design engineer for development of several miles of sidewalk across numerous locations requiring, removal of existing driveways and crosswalks for ADA compliance around the city along with quantity and bid packages for each project.
- Clarksville Water Improvements – Design engineer for the improvements of the city of Clarksville, TX water lines involving location of leaks, rerouting of several thousand feet of current water lines, establishment of several thousand feet of new proposed lines.
- Genoa to Fouke Water System Study – Engineer for the modeling of 8- mile long water line project running from Genoa, AR to Fouke, AR. Project included new waterline construction, determining pressure losses, location of elevated storage tanks and pump stations.
- Church on The Rock Building Expansion – Project engineer for the renovation and expansion of a 40,000 and 12,000 square foot building. Work included parking lot improvements, water and waste water design, electrical system improvements, retaining wall design, detention pond design, culvert design, underground storm drain design, fire lane access, and erosion control during construction.
- Nash, TX municipal improvements – Project engineer for numerous improvements to the city of Nash, TX including water and waste water system improvements, new roads, existing road pavement improvements, staged storage detention ponds, new lighting systems, culvert design, and quantity and bid packages for these projects.
- TexAmericas Center improvements – Design engineer for numerous improvements for TexAmericas center including water improvements, road and parking lot improvement, security fencing, and conceptual layouts for the feasibility of numerous property locations.
- Red River Lumber Parking Expansion – Design engineer the development of an expansion of a parking lot into a floodplain resulting in excavation and embankment balancing. Other parts of this project include TxDOT driveway permitting, acceleration lane, and drainage improvements.
- Welsh Power Plant landfill – Design engineer for the development of run-on and run-off control system for the landfill at the Welsh power plant. This project included berm and swale designs, culvert systems, low water crossings and spillway design.





**Jeffrey Wood,**  
**Survey Manager/RPLS**



5930 SUMMERHILL ROAD, TEXARKANA, TX 75503  
PHONE: 903-838-8533 - WWW.MTGENGINEERS.COM  
TBPE #354

#### **Education**

Bachelor of Science, Geography, 2005  
Texas A&M University

#### **Registration**

Texas Registered Professional Land Surveyor #6220  
Arkansas Registered Professional Land Surveyor #1763

#### **Background and Experience**

Mr. Wood has 9 years of land boundary surveys, land subdivision platting, design and topographic surveys and GIS experience with MTG Engineers and Surveyors, Inc.. He is experienced in the use of GPS equipment and software.

Mr. Wood supervises the activities of our survey crews and is experienced in the use of all surveying equipment. He has supervised a wide variety of various surveying projects from simple boundary surveys to extensive engineering related topographic surveys. Mr. Wood has also provided expert witness testimony in land boundary dispute cases.

#### **Related Projects**

- ❖ Provided boundary surveys for Texarkana ISD for the purchase of Church of the Redeemer property located adjacent to the Texas Middle School Property, along with performing multitudes of land boundary surveys in Arkansas and Texas.
- ❖ Provided subdivision platting documents for numerous commercial and residential subdivisions in Arkansas and Texas.
- ❖ Provided design surveys for numerous engineering projects, ranging from simple commercial projects to complex industrial projects.
- ❖ Provided coordinate based maps with aerial photography, soil types, wetlands, housing and other data to be used in utility planning for over 48,000 acres in Texarkana, Arkansas and Miller County.
- ❖ Provided coordinate based maps with aerial photography, soil types, wetlands, housing and other data to be used in master planning for sanitary sewer for over 24,000 acres in Texarkana, Texas and other areas of Bowie County.
- ❖ Developed coordinate based maps for over 20,000 acres of military campus to be used in conversion to civilian uses. These maps included transportation, wetlands, housing utility and recreation in Bowie County.



Appendix B  
SAM Registration, Forms,  
And Certificates

**SAM Search Results**  
**List of records matching your search for :**

**Record Status: Active**  
**DUNS Number: 062923834**

<b>ENTITY</b>	H. L. MURRAY & ASSOCIATES, INC.	Status: Active
DUNS: 062923834	+4:	CAGE Code: 49E19 DoDAAC:
Expiration Date: 10/30/2019	Has Active Exclusion?: No	Debt Subject to Offset?: No
Address: 5930 Summerhill Rd		
City: Texarkana	State/Province: TEXAS	
ZIP Code: 75503-1639	Country: UNITED STATES	

Certification Regarding Lobbying

(To be submitted with each bid or offer exceeding \$100,000)

The undersigned certifies, to the best of his or her knowledge and belief, that:

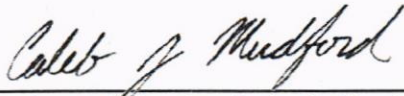
(a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

(c) The undersigned shall require that the language paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31, U.S.C. § 1352 (as amended by the Lobbying Disclosure Act of 1995).

The Contractor, MTG Engineers & Surveyors, certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 U.S.C. § 3801 et seq., apply to this certification and disclosure, if any.



\_\_\_\_\_  
Signature of Contractor's Authorized Official

Caleb J. Mudford, Project Manager

\_\_\_\_\_  
Printed Name and Title of Contractor's Authorized Official

6-13-19

\_\_\_\_\_  
Date

## INSTRUCTIONS FOR COMPLETION OF SF-LLL, DISCLOSURE OF LOBBYING ACTIVITIES

This disclosure form shall be completed by the reporting entity, whether subawardee or prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing, pursuant to title 31 U.S.C. section 1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered Federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered Federal action.
2. Identify the status of the covered Federal action.
3. Identify the appropriate classification of this report. If this is a follow-up report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered Federal action.
4. Enter the full name, address, city, State and zip code of the reporting entity. Include Congressional District, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be, a prime or subaward recipient. Identify the tier of the subawardee, e.g., the first subawardee of the prime is the 1st tier. Subawards include but are not limited to subcontracts, subgrants and contract awards under grants.
5. If the organization filing the report in item 4 checks "Subawardee," then enter the full name, address, city, State and zip code of the prime Federal recipient. Include Congressional District, if known.
6. Enter the name of the federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example, Department of Transportation, United States Coast Guard.
7. Enter the Federal program name or description for the covered Federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans, and loan commitments.
8. Enter the most appropriate Federal identifying number available for the Federal action identified in item 1 (e.g., Request for Proposal (RFP) number; Invitations for Bid (IFB) number; grant announcement number; the contract, grant, or loan award number; the application/proposal control number assigned by the Federal agency). Included prefixes, e.g., "RFP-DE-90-001."
9. For a covered Federal action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitment for the prime entity identified in item 4 or 5.
10. (a) Enter the full name, address, city, State and zip code of the lobbying registrant under the Lobbying Disclosure Act of 1995 engaged by the reporting entity identified in item 4 to influence the covered Federal action.  
(b) Enter the full names of the individual(s) performing services, and include full address if different from 10(a). Enter Last Name, First Name, and Middle Initial (MI).
11. The certifying official shall sign and date the form, print his/her name, title, and telephone number.

---

According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a valid OMB control Number. The valid OMB control number for this information collection is OMB No. 0348-0046. Public reporting burden for this collection of information is estimated to average 10 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington, DC 20503

Approved by OMB  
0348-0046

### Disclosure of Lobbying Activities

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352  
(See reverse for public burden disclosure)

<b>Type of Federal Action:</b> <u>B.</u> a. contract b. grant c. cooperative agreement d. loan e. loan guarantee f. loan insurance	<b>Status of Federal Action:</b> <u>A.</u> a. bid/offer/application b. initial award c. post-award	<b>Report Type:</b> <u>A.</u> a. initial filing b. material change
<b>Name and Address of Reporting Entity:</b> <input checked="" type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if Known:  MTG Engineers & Surveyors 5930 Summerhill Road Texarkana, TX 75503  <b>Congressional District, if known:</b>	<b>If Reporting Entity in No. 4 is Subawardee, Enter Name and Address of Prime:</b>    <b>Congressional District, if known:</b>	
<b>Federal Department/Agency:</b>  TDEM, FEMA, TWDB	<b>7. Federal Program Name/Description:</b>  CFDA Number, if applicable: _____	
<b>Federal Action Number, if known:</b>	<b>9. Award Amount, if known:</b>  \$	
<b>10. a. Name and Address of Lobbying Registrant</b> (if individual, last name, first name, MI):  Hopkins County P.O. Box 288 118 Church St. Sulphur Springs, TX 75482	<b>b. Individuals Performing Services</b> (including address if different from No. 10a) (last name, first name, MI):  MTG Engineers & Surveyors	
<b>11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.</b>	<b>Signature:</b> <u>Caleb J. Mudford</u> <b>Print Name:</b> <u>Caleb J. Mudford</u> <b>Title:</b> <u>Project Manager</u> <b>Telephone No.:</b> <u>903.838.8533</u> <b>Date:</b> <u>6-13-2019</u>	
<b>Federal Use Only</b>	<b>Authorized for Local Reproduction Standard Form - LLL (Rev. 7-97)</b>	

# CONFLICT OF INTEREST QUESTIONNAIRE

## FORM CIQ

For vendor doing business with local governmental entity

This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session.

This questionnaire is being filed in accordance with Chapter 176, Local Government Code, by a vendor who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the vendor 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 vendor becomes aware of facts that require the statement to be filed. See Section 176.006(a-1), Local Government Code.

A vendor commits an offense if the vendor knowingly violates Section 176.006, Local Government Code. An offense under this section is a misdemeanor.

OFFICE USE ONLY

Date Received

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

MTG Engineers & Surveyors

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 on which you became aware that the originally filed questionnaire was incomplete or inaccurate.)

3 Name of local government officer about whom the information is being disclosed.

Hopkins County

Name of Officer

4 Describe each employment or other business relationship with the local government officer, or a family member of the officer, as described by Section 176.003(a)(2)(A). Also describe any family relationship with the local government officer. Complete subparts A and B for each employment or business relationship described. Attach additional pages to this Form CIQ as necessary.

A. Is the local government officer or a family member of the officer receiving or likely to receive taxable income, other than investment income, from the vendor?

Yes  No

B. Is the vendor receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer or a family member of the officer AND the taxable income is not received from the local governmental entity?

Yes  No

5 Describe each employment or business relationship that the vendor named in Section 1 maintains with a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership interest of one percent or more.

N/A

6  Check this box if the vendor has given the local government officer or a family member of the officer one or more gifts as described in Section 176.003(a)(2)(B), excluding gifts described in Section 176.003(a-1).

7 Caleb J. Mudford  
Signature of vendor doing business with the governmental entity

6-13-2019

Date

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

A complete copy of Chapter 176 of the Local Government Code may be found at <http://www.statutes.legis.state.tx.us/Docs/LG/htm/LG.176.htm>. For easy reference, below are some of the sections cited on this form.

**Local Government Code § 176.001(1-a):** "Business relationship" means a connection between two or more parties based on commercial activity of one of the parties. The term does not include a connection based on:

- (A) a transaction that is subject to rate or fee regulation by a federal, state, or local governmental entity or an agency of a federal, state, or local governmental entity;
- (B) a transaction conducted at a price and subject to terms available to the public; or
- (C) a purchase or lease of goods or services from a person that is chartered by a state or federal agency and that is subject to regular examination by, and reporting to, that agency.

**Local Government Code § 176.003(a)(2)(A) and (B):**

(a) A local government officer shall file a conflicts disclosure statement with respect to a vendor if:

\*\*\*

(2) the vendor:

(A) has an employment or other business relationship with the local government officer or a family member of the officer that results in the officer or family member receiving taxable income, other than investment income, that exceeds \$2,500 during the 12-month period preceding the date that the officer becomes aware that

(i) a contract between the local governmental entity and vendor has been executed;

or

(ii) the local governmental entity is considering entering into a contract with the vendor;

(B) has given to the local government officer or a family member of the officer one or more gifts that have an aggregate value of more than \$100 in the 12-month period preceding the date the officer becomes aware that:

(i) a contract between the local governmental entity and vendor has been executed; or

(ii) the local governmental entity is considering entering into a contract with the vendor.

**Local Government Code § 176.006(a) and (a-1)**

(a) A vendor shall file a completed conflict of interest questionnaire if the vendor has a business relationship with a local governmental entity and:

(1) has an employment or other business relationship with a local government officer of that local governmental entity, or a family member of the officer, described by Section 176.003(a)(2)(A);

(2) has given a local government officer of that local governmental entity, or a family member of the officer, one or more gifts with the aggregate value specified by Section 176.003(a)(2)(B), excluding any gift described by Section 176.003(a-1); or

(3) has a family relationship with a local government officer of that local governmental entity.

(a-1) The completed conflict of interest questionnaire must be filed with the appropriate records administrator not later than the seventh business day after the later of:

(1) the date that the vendor:

(A) begins discussions or negotiations to enter into a contract with the local governmental entity; or

(B) submits to the local governmental entity an application, response to a request for proposals or bids, correspondence, or another writing related to a potential contract with the local governmental entity; or

(2) the date the vendor becomes aware:

(A) of an employment or other business relationship with a local government officer, or a family member of the officer, described by Subsection (a);

(B) that the vendor has given one or more gifts described by Subsection (a); or

(C) of a family relationship with a local government officer.





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
06/12/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Offenhauser and Co 518 Pine Street  Texarkana TX 75501		<b>CONTACT NAME:</b> Teresa Oller <b>PHONE (A/C, No, Ext):</b> (903) 255-6232 <b>FAX (A/C, No):</b> (903) 255-6132 <b>E-MAIL ADDRESS:</b> toller@fwoins.com	
<b>INSURED</b> H L Murray & Associates Inc DBA Murray Thomas & Griffin Inc MTG Engineers & Surveyors Inc 5930 Summerhill Road Texarkana TX 75503		<b>INSURER(S) AFFORDING COVERAGE</b> <b>NAIC #</b> <b>INSURER A:</b> Tri-State Insurance Company of Minnesota      31003 <b>INSURER B:</b> Continental Western Insurance Company      10804 <b>INSURER C:</b> Texas Mutual Insurance Company      22945 <b>INSURER D:</b> <b>INSURER E:</b> <b>INSURER F:</b>	

**COVERAGES**      **CERTIFICATE NUMBER:** CL189416994      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR			ADV477741710	04/10/2018	04/10/2019	EACH OCCURRENCE \$ 1,000,000	
	GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER							DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000
B	<input checked="" type="checkbox"/> <b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			CAA477742310	04/10/2018	04/10/2019	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000	
								BODILY INJURY (Per person) \$
	<input type="checkbox"/> <b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <input type="checkbox"/> <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE						EACH OCCURRENCE \$	
							AGGREGATE \$	
							\$	
C	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below			0001072216	09/19/2018	09/19/2019	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER	
							E.L. EACH ACCIDENT \$ 1,000,000	E.L. DISEASE - EA EMPLOYEE \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

### CERTIFICATE HOLDER

### CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

*Offenhauser + Co.*

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# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
06/12/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Offenhauer & Co 518 Pine Street  Texarkana TX 75501	CONTACT NAME: Janelle Bowen	PHONE (A/C, No, Ext): (903) 255-6213	FAX (A/C, No): (903) 255-6113
	E-MAIL ADDRESS: jbowen@fwoins.com		
INSURED  H L Murray & Associates, Inc. DBA MTG Engineers & Surveyors, Inc. DBA Murray Thomas & Griffin, Inc. 5930 Summerhill Rd. Texarkana TX 75503	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A: Continental Casualty Company		20443
	INSURER B:		
	INSURER C:		
	INSURER D:		
	INSURER E:		

**COVERAGES**                      **CERTIFICATE NUMBER:** 18/19 E&O                      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	<b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COM/OP AGG \$ \$
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED    RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N N/A				<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E L EACH ACCIDENT \$ E L DISEASE - EA EMPLOYEE \$ E L DISEASE - POLICY LIMIT \$
A	Professional Liability Claims-Made			AEH008223760	01/31/2018	01/31/2019	each claim \$5,000,000 aggregate \$5,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

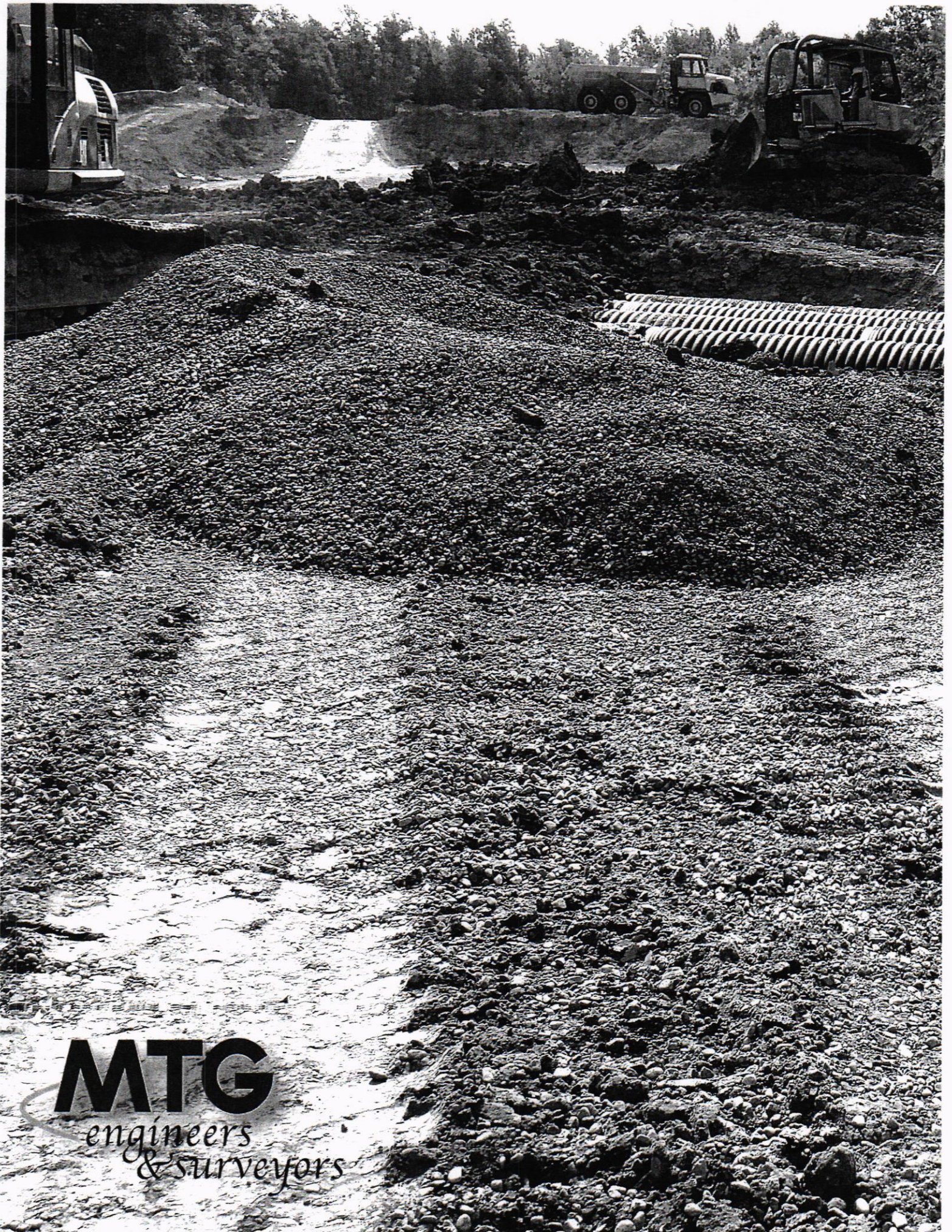
**CERTIFICATE HOLDER****CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

*Offenhauer & Co.*

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**MTG**  
*engineers  
& surveyors*