



Guadalupe-Blanco River Authority

Your Trusted  
Water Resource

# How To Do Business With GBRA

[purchasing@gbra.org](mailto:purchasing@gbra.org)

# AGENDA

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# Who is GBRA?

GBRA provides stewardship for the water resources in its ten-county statutory district, which includes Kendall, Comal, Hays, Caldwell, Guadalupe, Gonzales, DeWitt, Victoria, Calhoun and Refugio counties.

GBRA provides more than 57 million gallons of water per day to utilities throughout the Guadalupe River Basin and has the capacity to treat 9 million gallons of wastewater per day. The Authority also manages hydroelectric dams, recreational sites, laboratories, and oversees water quality monitoring programs within the 10 counties.

# Types of Goods and Services

GBRA is a diverse organization that requires a wide range of goods and services such as:

- Professional Services
- Construction Services
- Maintenance Services
- Water and Wastewater Treatment Chemicals
- Vehicles and Other Equipment
- IT Hardware and Licenses
- And Much More

# Basic Requirements Needed as a Vendor

- The ability to do business in the State of Texas
- Insurance
  - General Liability
  - Auto
  - Worker's Comp
  - Other project specific insurance
- Bondable (for goods or services provided over \$25,000)
- Ability to Accept Payment Terms in Government Code Chapter 2251

# How to be notified of opportunities

Potential bidders can visit: [www.gbra.org/about/vendors-bids/](http://www.gbra.org/about/vendors-bids/) to view a listing of any open bids.

GBRA also utilizes two online e-procurement platforms. Both platforms have a complimentary registration option for any potential bidders

- **CivCastUSA** – GBRA posts large construction project opportunities at [www.civcastusa.com](http://www.civcastusa.com)
- **BidNetDirect** – GBRA posts all other bidding opportunities at [www.bidnetdirect.com/texas/guadalupeblancoriverau](http://www.bidnetdirect.com/texas/guadalupeblancoriverau)

# Submitting a Bid or Proposal

GBRA accepts all bids and proposals exclusively online. Please adhere to the instructions in each solicitation and submit the bid or proposal in accordance with the solicitation instructions.

Any submissions received after the closing date and time will not be evaluated.



# Types of Solicitations

GBRA utilizes three types of solicitations:

- **Invitation to Bid (ITB)** – Price driven; Typically for goods; Specific requirements
- **Request for Proposals (RFP)** - Selection based on time, quality, and price; Allows proposers an opportunity to make recommendations for “means and methods” improvements
- **Request for Qualifications (RFQ)** – For professional services defined in Government Code 2254; Initial scoring rankings based solely on qualifications; Price negotiations take place based on rank scoring; Price negotiations take place based on scoring rankings

# Historically Underutilized Businesses (HUB)

GBRA's procurement policy provides for open, fair, and competitive procurement practices with equal opportunity for all vendors. GBRA particularly encourages qualified Small, Minority, and Women owned businesses to submit proposals in response to any open solicitations.

# How to contact GBRA Purchasing

If you would like to provide any information, or if you have general procurement questions, or questions on how to do business with GBRA please use the following methods:

**By Mail:**

**Purchasing Department**

**2225 E. Common St**

**New Braunfels, TX 78130**

**By Email: [purchasing@gbra.org](mailto:purchasing@gbra.org)**

**By Phone: (830) 379-5822**