Sealed proposals addressed to the Board of Trustees of the New Braunfels Utilities will be received at the New Braunfels Utilities' office, 263 East Main Plaza in New Braunfels, Texas, until **TIME AND DATE** for the construction of certain improvements to the utilities **UTILITY AND NAME OF SYSTEM OR PROJECT**, Bid Package No. _____ at which time and place said proposals will be publicly opened and read aloud. Any bid received after bidding time will be returned unopened.

GENERAL **DESCRIPTION**

Each proposal must be accompanied by a certified check, cashier's check, or an approved Bid Bond in the amount of 5% of the proposal cost, payable to the New Braunfels Utilities without recourse, as a guarantee the Bidder will enter into a contract and execute 100% performance and payment bonds on the forms provided, within ten (10) days after the contract has been awarded. Proposals may be held by the New Braunfels Utilities for thirty (30) days for full evaluation of bids. The Board of Trustees of the New Braunfels Utilities reserves the right to reject any or all of the proposals, to waive formalities, and to make an award to the Bidder they feel will be in the best interest of the public.

Proposal forms, plans and specifications may be examined at the New Braunfels Utilities' office and may be obtained from **NAME, ADDRESS AND PHONE NUMBER WHERE PLANS MAY BE OBTAINED**. A deposit check is required in the amount of **Thirty Dollars ($30.00)**. Deposit checks will be returned **ONLY** to Contractors submitting a proposal.

New Braunfels Utilities

Guadalupe Castillo
President

Attest:

Paula J. DiFonzo
Chief Executive Officer