REQUEST FOR PROPOSAL
FOR
DESIGN-BUILD SERVICES

Capital Improvements
Prairie View A&M University
Prairie View, Texas
Project No. 05-3204

DEADLINE FOR SUBMITTAL:
2:00 P.M., Tuesday, July 19, 2016

OFFICE OF FACILITIES PLANNING & CONSTRUCTION
THE TEXAS A&M UNIVERSITY SYSTEM
COLLEGE STATION, TEXAS

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SECTION 1

NOTICE TO RESPONDENTS

1.1 General Information

The Texas A&M University System Office of Facilities Planning & Construction (FP&C) is accepting proposals for the selection process to enter into a contract with a Design-Build (DB) firm to provide pre-construction services such as constructability guidance, cost estimates, and construction schedules; provide a Guaranteed Maximum Price (GMP); and perform complete construction services consistent with the DB construction delivery process as utilized by The Texas A&M System for the Capital Improvements on the Prairie View A&M University, Prairie View, Texas. This document provides information for selected parties to prepare and submit a response to the Request for Proposal (RFP) for consideration by FP&C and the A&M System.

This RFP is the process for selecting a DB team for the Project as provided by Texas Education Code 51.780. The RFP provides the information necessary to prepare and submit Proposals including fee proposals and general conditions prices. The Owner will rank the Respondents in the order that they provide the "best value" for the Owner based on the published selection criteria, RFQ responses and on the ranking evaluations. Interviews of DB teams may follow at the Owner's option.

1.2 Public Information Statement

The Owner considers all information, documentation and other material submitted in response to this solicitation to be of a non-confidential and/or non-proprietary nature and therefore subject to public disclosure under the Texas Public Information Act (Texas Government Code, Chapter 552.001, et seq.) after a contract is executed. Respondents are hereby notified that the Owner adheres to all statutes, court decisions, and opinions of the Texas Attorney General with respect to disclosure of RFP information.

Information in any tangible form which is submitted by respondents will be treated as confidential until such time as a contract is executed. After that time, the information may be disclosed to requestors under the Texas Public Information Act, Chapter 552, Texas Government Code. If a respondent believes all or a portion of the information submitted is proprietary and confidential and should therefore be exempt from disclosure, they must clearly designate the specific item(s) as proprietary and confidential and the proper statutory citation must be provided in each instance.

Further, Respondents are hereby notified that the Owner will be required to post any resultant contract from this RFP on the Internet website of Owner pursuant to Texas Government Code, Section 2261.253 (a)(1).

1.3 Type of Contract

Any contract resulting from this solicitation will be in the form of the Owner's Standard DB Agreement, a copy of which was attached to the RFQ.

1.4 Clarifications and Interpretations

Respondents are required to restrict all contact and questions regarding this RFP to the named individual listed in Section 1.6 of this RFP.

Any clarifications or interpretations of this RFP that materially affect or change its requirements will be posted by the Owner as an addendum on the Owner's e-Builder website, https://e-Builder.net All individuals who downloaded this RFP from e-Builder will receive an email when addendum are published. All such addenda issued by the Owner before the proposals are due shall become a part of the RFP, and respondents shall acknowledge receipt of and incorporate each addendum in its response..

Interpretations or clarifications in any other form, including oral statements, will not be binding on the Owner and should not be relied upon in preparing the Proposal.

1.5 Submittal Deadline

FP&C will accept proposals uploaded to e-Builder until 2:00 P.M., Tuesday, July 19, 2016.

Upload one (1) copy of the Proposals and one (1) copy of the HUB Participation and/or HUB Subcontracting Plan in "pdf" format. An original signature must appear on the Compliance Certification (ref. Section 3).

It is the complete responsibility of the Respondent to ensure that submittals are received by the submittal deadline. E-Builder will not allow uploads after the deadline.

1.6 Contact

Any questions regarding this Request for Proposals shall be directed to:

Michael Campbell
The Texas A&M University System
Office of Facilities Planning & Construction
301 Tarrow Street, 2nd Floor
College Station, Texas 77840-7896
Phone: (979) 458-7023
e-mail: mcampbell@tamus.edu

1.7 Respondent's Acceptance of Evaluation Methodology

Submission of a Proposal indicates Respondent's acceptance of the evaluation techniques and the recognition that subjective judgments must be made by the Owner during the evaluation process.

1.8 Definitions

As used in this RFP, the terms have the meanings set forth below:

"Design-Build (DB) Services" means a single contract with a firm to complete the design and construction of the facility.

"Contractor" means the individual, corporation, company, partnership, firm or other organization that has contracted to perform the Work under a DB Services with the Owner.

"Owner" shall mean The Board of Regents of The Texas A&M University System or its designated representative which is Facilities Planning & Construction (FP&C).

1.9 Direction and Management

The work of this project is under the direction and management of the Texas A&M University System Office of Facilities Planning & Construction with offices in College Station, Texas.

1.10 Obligations of Parties

Respondent understands and acknowledges by submitting a Proposal that the Proposal presented is based on assumed requirements for the proposed project; and, that the Owner has made no written or oral representations that any such assumed requirements are endorsed or accepted should a contract arise from the presented Proposal.

Furthermore, Respondent understands and acknowledges by submitting a Proposal that any and all costs incurred by the Respondent as a result of the Respondent's efforts to participate in this selection process shall be at the sole risk and obligation of the Respondent.

The Owner will not provide compensation to Respondents for any expenses incurred for proposal preparation or for any presentations made.

The Owner makes no guarantee that an award will be made as a result of this RFP, and reserves the right to accept or reject any or all proposals, waive any formalities or minor technical inconsistencies, or delete any item/requirements from this RFP or resulting contract when deemed to be in the Owner's best interest. Representations made within the Proposal response will be binding on responding firms.

1.11 Completeness of Proposal

Respondent should carefully read the information contained herein. It is the responsibility of the Respondent to submit a complete response to all requirements and questions.

Proposals which are qualified with conditional clauses, or alterations, or items not called for in the RFP documents, or irregularities of any kind are subject to disqualification at the option of the Owner.

Each Proposal should be prepared simply and economically, providing a straightforward, concise description of the firm's ability to meet the requirements of the RFP. Emphasis should be on completeness, clarity of content, responsiveness to the requirements, and an understanding of the Owner's needs.

Failure to comply with the requirements contained in this RFP may cause rejection of the Proposal.

The Owner will not acknowledge or receive Qualifications that are delivered by telephone, facsimile (fax), or electronic mail (e-mail).

1.12 Withdrawal or Modification

A Proposal may be withdrawn and resubmitted any time prior to the time set for receipt of Proposals. No Proposal may be changed, amended, or modified after the submittal deadline. No Proposal may be withdrawn after the submittal deadline without approval by the Owner which shall be based on Respondent's written request stating reasons for withdrawing the proposal that are acceptable, in the Owner's opinion.

1.13 Ownership of Proposals

Proposals and any other information submitted by Respondents shall become the property of The Texas A&M System (the Owner); however, the Owner may return all other Proposal information once a contract award is made.

1.14 Validity Period

Proposals are to be valid for the Owner's acceptance for a minimum of 90 days from the submittal deadline date to allow time for evaluation and selection. A Proposal, if accepted, shall remain valid for the life of the Contracts resulting from this selection process.

1.15 General Conditions

By signing and submitting a Proposal, Respondent certifies that any attached or referenced conditions or documents are applicable to this procurement only to the extent

that they do not conflict with the statutes or Administrative Code of the State of Texas, or the advertised contract conditions, and that they do not impose additional requirements on the Owner. Respondent further certifies that the submission of a Proposal is Respondent's good faith intent to contract with the Owner as specified herein and that such intent to contract is not contingent upon the Owner's acceptance or execution of any such attached or referenced conditions, or other documents.

1.16 Historically Underutilized Businesses' Submittal Requirements

It is the policy of the State of Texas and the A&M System to encourage the use of Historically Underutilized Businesses (HUBs) in its prime contracts, subcontractors, and purchasing transactions. The goal of the HUB program is to promote equal access and equal opportunity in A&M System contracting and purchasing. The following items shall be addressed and included as your HUB submission:

I. HUB Participation Plan (Required)

Each respondent is required to submit a HUB Participation Plan that details HUB outreach and recruitment efforts during construction. FAILURE TO SUBMIT A COMPREHENSIVE, ACCEPTABLE HUB PARTICIPATION PLAN WILL BE CONSIDERED A MATERIAL FAILURE TO COMPLY WITH THE REQUIREMENTS OF THE RFP AND WILL RESULT IN REJECTION OF THE RESPONSE.

The Participation Plan shall include the following:

- The Respondent shall state whether it is a Texas certified HUB.
- The Respondent shall state that it intends to meet or exceed the stated A&M System HUB goal of 16% for building construction.
- Provide a sample solicitation notice letter that will be sent to HUB vendors for the subcontracting opportunities. The notice shall, in all instances, include the scope of work, information regarding location to review plans and specifications, information about bonding and insurance requirements, and identify a contact person.
- Provide a sample solicitation letter that will be sent to trade organizations or development centers for the subcontracting opportunities. The notice shall, in all instances, include the scope of work, information regarding location to review plans and specifications, information about bonding and insurance requirements, and identify a contact person.
- Provide a list of the trade organizations or development centers that you intend to work with in your outreach efforts.
- Provide documentation that describes how you intend to locate the HUB vendors for solicitation – Will you use the CMBL listings? Will you advertise in trade organization newsletters or newspapers? Etc.

II. HUB Subcontracting Plan (Required if Subcontractors will be used during Pre-construction Services)

The Respondent shall include a statement if self-performing Pre Construction Services to include an explanation as to how your company will perform this entire scope with its own employees, supplies, materials and/or equipment. In the event that the respondent determines a subcontractor(s) will be used for Pre Construction Services, the respondent WILL BE required to make a good faith effort and complete the State of Texas HUB Subcontracting Plan available on the following website:

http://assets.system.tamus.edu/files/budgets-acct/pdf/hub_reports/HSP_rev0915.pdf

FAILURE TO SUBMIT A COMPREHENSIVE, ACCEPTABLE HUB SUBCONTRACTING PLAN (only if subcontractors will be used by respondents for pre-construction services) WILL BE CONSIDERED A MATERIAL FAILURE TO COMPLY WITH THE REQUIREMENTS OF THE RFP AND WILL RESULT IN REJECTION OF THE RESPONSE.

For information regarding The Texas A&M University System HUB Program and HUB Subcontracting requirements, please contact Mr. Jeff Zimmermann, Director, Procurement & Business Services, JZimmermann@tamus.edu, (979) 458-6410.

SECTION 2

EXECUTIVE SUMMARY

2.1 Scope of Work

Facilities Planning & Construction is soliciting responses for capital improvement projects on the existing Hobart Taylor, Wilhelmina Delco, and William Nicks buildings in addition to the new construction of the Public Safety Building.

The project scope has been defined by the results of ADA, facility condition, and life safety assessments. Renovation of the Hobart Taylor, Wilhelmina Delco, and William Nicks buildings include architectural improvements to satisfy occupants' needs, regulatory requirements as per Texas Accessibility Standards (TAS), mechanical/electrical/plumbing upgrades of outdated systems, Fire & Life Safety code upgrades, & deferred maintenance items. The William Nicks building includes an approximate 9,000 SF addition to accommodate restroom and mechanical upgrades to meet accessibility standards. The new 7,749 SF Public Safety Building includes the Police Department and Emergency Operation Center along with associated site work.

2.2 Project Delivery

The completion date for construction is anticipated to be no later than 09.28.2018. Please see the Program of Requirements (attached to RFQ) or project schedule for anticipated deadlines.

2.3 Tentative Schedule of Actions

Proposal Submittal Deadline	Refer to Section 1.5
Interviews for DB	07.22.2016
Announce Selected DB Firm	08.19.2016

2.4 Preparation and Submittal Instructions

Respondents must complete, sign and return Section 3 (3.1 through 3.9) as part of its Proposal response. Failure to sign and return these forms may cause the Proposal to be rejected.

SECTION 3

PROPOSAL REQUIREMENTS

Respondents shall carefully read the information contained in the following criteria and submit a complete Proposal to all questions in Section 3 formatted as directed in Section 4. Incomplete Proposals will be considered non-responsive and subject to rejection.

The Respondent selected to be the DB will be the firm whose experience and qualifications, as presented in response to this RFP, establish it, in the opinion of the Owner, as well qualified and offering the greatest benefits and experience to The Texas A&M University System.

The criteria for evaluation of proposals, and selection of the successful respondent, will be based on the following criteria:

3.1 CRITERIA ONE: RESPONDENT'S ABILITY TO MEET SCHEDULES

3.1.1 Describe how you will develop, maintain and update the project schedule during design and construction.

3.1.2 Describe your approach to assuring timely completion of this project, including methods for schedule recovery, if necessary. From any of the projects listed in response to this RFP, provide one (1) example of how these techniques were used, including specific scheduling challenges/requirements and actual solutions.

3.1.3 Provide a sample Work Progress Schedule (bar chart acceptable) for all phases of this project including pre-construction services and milestones as they may be understood at this time. Should no overall program or schedule be included in this RFP provide a sample from a similar project your firm has recently been involved with.

3.1.4 Describe your experience with CPM scheduling. From any of the projects listed in response to this RFP, provide one (1) sample of the monthly schedule reports, including identified milestones, assignment of float and schedule recovery plans.

3.2 CRITERIA TWO: RESPONDENT'S ABILITY TO MANAGE CONSTRUCTION SAFETY AND QUALITY

3.2.1 Briefly describe the firm's approach for anticipating, recognizing and controlling safety risks and note the safety resources that the firm provides for each project's Safety program.

3.2.2 Identify the firm's Experience Modification Rate (EMR) for the five (5) most recent annual insurance-year ratings.

3.2.3 Identify the firm's annual OSHA Recordable Incident Rate (RIR) for all work performed during the past five (5) calendar years.

3.2.4 Identify the firm's annual OSHA Days Away From Work Incident Rates (DAFW) for all work performed during the past five (5) calendar years.

3.2.5 List any OSHA reports/citations your firm has been issued during the last five (5) years and final outcome of each.

3.2.6 Describe your quality assurance program. Explain the methods used to ensure quality control during the Construction phase of a project. Provide specific examples of how these techniques or procedures were used from any one (1) of the projects listed in response to this RFP.

3.3 CRITERIA THREE: RESPONDENT'S KNOWLEDGE BEST PRACTICES

3.3.1 In addition to, and distinct from any HUB Good Faith Effort required by Texas law, the respondent is required to submit a HUB Participation Plan describing in detail how the respondent will commit to attract and use certified HUBs to meet or exceed the State of Texas Disparity Study Goals for all goods and services needed throughout the term of the contract.

CRITERIA FOUR: RESPONDENT'S PRICING AND PROJECT DELIVERY PROPOSAL

THIS SECTION MUST BE COMPLETED AND RETURNED WITH RESPONDENT'S PROPOSAL. FAILURE TO RETURN THIS SECTION WILL RESULT IN THE REJECTION OF YOUR PROPOSAL.

Proposal of:_____
(Company Name)

To: The Texas A&M University System

Ref.: Capital Improvements
Prairie View A&M University
Prairie View, Texas
Project No. 05-3204

Having carefully examined all of the requirements of this RFP and any attachments thereto, the undersigned proposes to furnish DB services as required at the terms stated herein.

Pricing Schedule and Costing Methodologies

Include all fees and costs of the Contractor associated with the Pre-Construction Phase and Construction Phase Services for this project. Identify fee and costs based upon the AACC as stated in the Program of Requirements or the Scope of Work listed in Section 1 of this RFP.

PART 1, PRE-CONSTRUCTION PHASE FEE

Contractor's fee for the Construction Contractor's Participation in the Pre-Construction Phase
(Includes All Design Phases but **DOES NOT include the design fee**)
($_____)

PART 2, CONSTRUCTION PHASE FEE

A. For Construction Phase Services, based on the anticipated GMP established at the time of this Agreement, Owner shall pay Contractor a stipulated Construction Phase Fee amount of:

_____ Dollars ($_____);

B. If the Owner agrees to an increase or decrease in the GMP, the Construction Phase Fee shall be equitably adjusted.

PART 3, LIMITATION ON GENERAL CONDITIONS COSTS

A. The maximum allowable amount of General Conditions Costs payable to the Contractor during the Construction Phase, based on the anticipated GMP established at the time of this Agreement and the staffing delineated in Attachment F, would be the total amount of ('Attachment F' – Itemized Allowable Conditions worksheet must be completed, unaltered, and attached. No Exceptions.):

_____ Dollars ($_____);

B. If Owner agrees by express written approval to an increase or decrease in the GMP the maximum allowable amount of General Conditions Costs shall be equitably adjusted by an amount determined by Owner taking into consideration the effect of the increase or decrease on General Conditions Costs

Addenda Acknowledgment

Receipt is hereby acknowledged of the following addenda to this RFP by entering yes or no in space provided and indicating date received. Enter "0" if none received.

No. 1 _____ Date _____

No. 2 _____ Date _____

No. 3 _____ Date _____

No. 4 _____ Date _____

CRITERIA FIVE: RESPONDENT'S COMPLIANCE CERTIFICATION

THIS SECTION MUST BE COMPLETED, SIGNED, AND RETURNED WITH RESPONDENT'S PROPOSAL. FAILURE TO SIGN AND RETURN THIS SECTION WILL RESULT IN THE REJECTION OF YOUR PROPOSAL.

3.5.1 By signature hereon, Respondent offers and agrees to furnish all services to construct the project at the prices quoted and comply with all terms, conditions, and requirements set forth in the RFP documents and contained herein.

3.5.2 By signature hereon, Respondent affirms that it has not given, nor intends to give at any time hereafter, any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor or service to a public servant in connection with the submitted Proposal. Failure to sign hereon, or signing a false statement, may void the proposal or any resulting contracts at the Owner's option, and the Respondent may be removed from all proposal lists at this Agency.

3.5.3 By signature hereon, a corporate Respondent certifies that it is not currently delinquent in the payment of any Franchise Taxes due under Chapter 171, Texas Tax Code, or that the corporation is exempt from the payment of such taxes, or that the corporation is an out-of-state corporation that is not subject to the Texas Franchise Tax, whichever is applicable. A false certification shall be deemed a material breach of contract and, at the Owner's option, may result in cancellation of any resulting contract.

3.5.4 By signature hereon, the Respondent hereby certifies that neither the Respondent nor the firm, corporation, partnership or institution represented by the Respondent, or anyone acting for such firm, corporation, or institution has violated the antitrust laws of this state, codified in Section 15.01, et. seq., Texas Business and Commerce Code, or the Federal antitrust laws, nor communicated directly or indirectly the proposal made to any competitor or any other person engaged in such line of business.

3.5.5 By signature hereon, Respondent certifies that all statements and information prepared and submitted in response to this RFP are current, complete and accurate.

3.5.6 By signature hereon, Respondent certifies that the individual signing this document and the documents made part of the RFP is authorized to sign such documents on behalf of the company and to bind the company under any contract which may result from the submission of this proposal.

3.5.7 By signature hereon, Respondent certifies as follows:

"Under Section 231.006, Texas Family Code, the vendor or applicant certifies that the individual or business entity named in this contract, is not ineligible to receive payment and acknowledges that this contract may be terminated and payment may be withheld if this certification is inaccurate."

"Under Section 2155.004, Texas Government Code, the vendor or applicant certifies that the individual or business entity named in this bid or contract is not ineligible to receive the specified contract and acknowledges that this contract may be terminated and payment withheld if this certification is inaccurate."

"Under Section 2254.004, Texas Government Code, the vendor or applicant certifies that each individual or business entity proposed by Respondent as a member of its team that will engage in the practice of engineering or architecture was selected based on demonstrated competence and qualifications only."

3.5.9 By signature hereon, Respondent certifies that no relationship, whether as a relative, business associate, by capital funding agreement or by any other such kinship exists between Respondent and an employee of the A&M System, or Respondent has not been an employee of the A&M System within the immediate twelve (12) months prior to the RFP response. All such disclosures will be subject to administrative review and approval prior to the Owner entering into any contract with Respondent.

3.5.10 By signature hereon, Respondent affirms that no compensation has been received for participation in the preparation of the specifications for this RFP. (Ref.Texas Government Code, Section 2155.004.)

3.5.11 Respondent represents and warrants that all services to be provided in response to this RFP will meet or exceed the safety standards established and promulgated under the Federal Occupational Safety and Health law (Public Law 91-596) and its regulations in effect as of the date of this solicitation.

3.5.12 By signature hereon, Respondent signifies its compliance with all federal laws and regulations pertaining to Equal Employment Opportunities and Affirmative Action.

Compliance Certification Signature:

Submitted By:

_____
(Company Name)

_____
(Authorized Signature)

_____
(Printed Name/Title)

_____
(Date)

_____
(Email)

STATE OF TEXAS

VIN No:_____

OR

FEI No:_____

If Sole Owner:
SS No: _____

If a Corporation:
State of Incorporation:_____

Charter No:_____

_____
(Street Address)

_____
(Mailing Address)

_____
(City, State, Zip Code)

_____
(Telephone Number)

_____
(Facsimile Number)

SECTION 4

PROPOSAL FORMAT

4.1 Content

Proposals shall consist of Responses (certifications, answers to questions, and information) to requirements and questions identified in Section 3 of this RFP. It is not necessary to repeat the question in your Response; however, it is essential that you reference the question number with your corresponding response. In cases where a question does not apply or if you are unable to respond, reference the question number and indicate N/A (Not Applicable) or N/R (No Response) as appropriate.

4.2 Additional Information

Additional attachments shall not be included in the Response. Only the Responses provided by the Respondent to the questions identified in Section 3 of this RFP will be used by the Owner for evaluation.

4.3 Table of Contents

Include a Table of Contents that includes page number references. The Table of Contents should be in sufficient detail to facilitate easy reference of the sections of the Proposal as well as any separate attachments which should also be listed in the Table of Contents.

4.4 Divider Tabs

Separate and identify each criteria response to Section 3 of this RFP by use of a divider tab for ready reference.

4.5 Pagination

All pages of the Proposal should be numbered sequentially in Arabic numerals (1, 2, 3, etc.).