



**THE TEXAS A&M UNIVERSITY SYSTEM  
OFFICE of HUB & PROCUREMENT PROGRAMS**

**Request For Qualifications for  
Environmental Consulting Services 2015-2018**

**RFQ NUMBER: RFQ01 FPC-15-001**

**SUBMITTAL MUST BE RECEIVED BEFORE:  
2:00 P.M. Central Time on October 7, 2014**

**MAIL, HAND DELIVER, AND /OR  
EXPRESS MAIL SUBMITTAL TO:**

**The Texas A&M University System  
The Texas A&M University System Building  
Office of HUB & Procurement Programs  
301 Tarrow, 3<sup>rd</sup> Floor Rm. 366  
College Station, TX 77840  
Attn: Jeff Zimmermann**

**Show RFQ Number, Opening Date and Time on Response Envelope**

**NOTE: SUBMITTAL must be time stamped at The Texas A&M University System Office of HUB & Procurement Programs before the hour and date specified for receipt of submittal.**

Pursuant to the Provisions of Texas Government Code Title 10, Chapter 2156.121-2156.127, sealed submittals will be received until the date and time established for receipt. After receipt, only the names of Respondents will be made public. Prices and other submittal details will only be divulged after the award, if one is made.

**REFER INQUIRIES TO:**

**Jeff Zimmerman, Director  
The Texas A&M University System  
Office of HUB & Procurement Programs  
979-458-6410  
[jjimmermann@tamus.edu](mailto:jjimmermann@tamus.edu)**

All submittals shall become the property of the State of Texas upon receipt. Submittals may be subject to public review after contracts have been executed. VENDORS responding to this submittal are cautioned not to include any proprietary information as part of their submittal unless such proprietary information is carefully identified as such in writing, and the SYSTEM accepts, in writing, the information as proprietary. Notwithstanding the foregoing, the SYSTEM is subject to the Texas Public Information Act.

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## **SECTION 1 GENERAL**

### **1.1 Scope**

The Texas A&M University System (TAMUS or A&M System) is soliciting statements of qualifications from firms with an established history of expertise and qualifications for environmental consulting services in accordance with the terms, conditions, and requirements set forth in this Request for Qualifications (RFQ). The A&M System is responsible for providing timely and efficient professional services in a fiscally sound manner throughout all phases of project development. TAMUS further strives to insure that each design for a new or renovated facility provides a safe and accessible environment for the public; complies with state and federal codes and regulations; is visually attractive; adheres to the adopted architectural design policies; incorporates durable institutional quality materials and construction techniques; is functionally enduring, energy conserving and economical to construct and maintain. In addition, TAMUS is dedicated to the ongoing program to improve and expand all physical facilities in support of the teaching, research and service missions of each university and agency of The Texas A&M University System.

These expertise and qualifications shall be administered in accordance with the terms, conditions, and requirements set forth in this Request for Qualifications (RFQ) for all TAMUS institutions/agencies that may need the stated services.

By submitting a response, each RESPONDENT certifies that it understands this RFQ and has full knowledge of the scope, nature, quality, and the amount of the work to be performed, the detailed requirements of the services to be provided, and the conditions under which the services are to be performed.

### **1.2 Background**

The Texas A&M University System is one of the largest systems of higher education in the nation, consisting of eleven universities (located in College Station, Prairie View, Stephenville, Kingsville, Commerce, Corpus Christi, Laredo, Texarkana, Canyon, San Antonio and Killeen), a health science center (located in College Station), seven state agencies (located statewide) and a System Administrative Office (located in College Station).

The A&M System members educate more than 125,000 students and reach another 22 million people through service each year. With more than 28,000 faculty and staff, the A&M System has a physical presence in 250 of the state's 254 counties and a programmatic presence in every one. In 2011, externally funded research expenditures exceeded \$780 million to help drive the state's economy.

The Texas A&M University System—although not officially recognized as such until 1948—got its start in 1876, with the establishment of the state's first public college, the land-grant Agricultural and Mechanical College (A&M) in College Station. In addition to A&M College (now Texas A&M University), the Texas Legislature created a branch college at Prairie View (now Prairie View A&M University), which opened in 1878. John Tarleton College at Stephenville (now Tarleton State University) joined the A&M System in 1917. Tarleton State University-Central Texas, an upper-level institution offering bachelor and master's degrees, was established in Killeen in 1999.

The Galveston Marine Laboratory joined with the Texas Maritime Academy in the 1960s to form Texas A&M University at Galveston, Texas A&M's marine studies branch. Texas A&M University at Qatar was established in 2003 to bring engineering programs and research to the Gulf Region by establishing a branch campus in an area called Education City in Doha, Qatar. Education City is a 2,400-acre multi-university campus housing various American universities.

In 1989, the A&M System increased its presence in South Texas with the addition of Texas A&M International University (formerly Laredo State University) in Laredo, Texas A&M University-Corpus Christi (formerly Corpus Christi State University) and Texas A&M University-Kingsville (formerly Texas A&I University). The Texas A&M University-Kingsville System Center-San Antonio, which offers bachelor and master's degrees, was opened in 2000. In 1990, West Texas State University in the Texas Panhandle city of Canyon joined the A&M System, changing its name to West Texas A&M University in 1993.

In 1996, three other institutions joined the A&M System: Baylor College of Dentistry in Dallas and two former East Texas State University campuses, now Texas A&M University-Commerce and Texas A&M University-Texarkana.

In 2009, two new institutions were created and added to the A&M System: Texas A&M University-San Antonio and Texas A&M University-Central Texas.

The Texas A&M Health Science Center, established in 1999, comprises the Baylor College of Dentistry in Dallas, the Institute of Biosciences and Technology in Houston, the Graduate School of Biomedical Sciences, the School of Rural Public Health on the Texas A&M campus in College Station, and the College of Medicine in College Station, Round Rock and Temple.

The A&M System's first state agency reflected its agricultural heritage and mission. Established by the Texas Legislature in 1887 under the federal Hatch Act, Texas A&M AgriLife Research continues to represent a unique state-federal partnership in agricultural research. Texas A&M AgriLife Extension grew out of the agricultural initiatives of Texas A&M University under the provisions of the Smith-Lever Act of 1914, which provided for cooperative agricultural extension work between Texas land-grant colleges and the United States Department of Agriculture. The Texas A&M Forest Service was established in 1914 to develop and protect the forested areas of Texas.

The Texas A&M Engineering Experiment Station was also created in 1914 with a research and technology transfer mission for the field of engineering. The Texas A&M Engineering Extension Service was established five years later with a charge to help develop a highly skilled workforce through technical and vocational training. The Texas A&M Transportation Institute, created in 1950, conducts highway safety and other transportation-related research.

### **1.3 Priorities/Expectations**

- (a) *Ensuring a Quality Level of Service.* This priority encompasses the quality of the level of service that can be provided to all TAMUS members in a timely, cost effective manner. TAMUS is seeking a RESPONDENT that will ensure the provision of such quality in its delivery of service through proven techniques and established practices.
- (b) *Level of Experience and Expertise.* RESPONDENT must demonstrate its capabilities in providing the utmost level of experience and expertise to ensure a successful project as determined by TAMUS.
- (c) *Delivery Efficiency.* RESPONDENT must demonstrate its ability to deliver the required services in a timely manner while not sacrificing the quality required by a Tier I research System.

### **1.4 Performance Period**

Should TAMUS, in its sole discretion, enter into an agreement with the successful RESPONDENT(s) as a result of this RFQ, the agreement shall be effective as of the date that is agreed upon by TAMUS and successful RESPONDENT(s). TAMUS anticipates that the initial term of such Agreement will

extend for three (3) years, with the option to renew for up to an additional two (2) one-year terms upon mutual agreement. Any extensions shall be at the same terms and conditions plus any approved changes to be determined by TAMUS and negotiated in writing with the successful respondent.

## **SECTION 2**

### **INSTRUCTION FOR RESPONDENTS**

TAMUS is soliciting submittals from qualified firms, hereafter referred to as RESPONDENT(s) and/or VENDOR(s), who have experienced specialize in providing environmental consulting services of superior quality at competitive pricing, under the direction of the Office of Facilities Planning and Construction, as described in the Statement of Work (Section 3).

This RFQ outlines requirements as specified in the Section 3. Submittals are to be in accordance with the outline and specifications contained herein, are to remain in effect a minimum of 120 days from the date of submission, and may be subject to further extensions as negotiated. A statement to this effect should be contained in the RESPONDENT's cover letter.

The RESPONDENT(s) selected shall have an excellent track record for providing these services relative to the size and scope of TAMUS and shall agree to provide these services to TAMUS with a top priority commitment. TAMUS may select as many RESPONDENTS as needed to ensure coverage throughout the State of Texas at the various System members' locations.

This RFQ contains specific requests for information. RESPONDENTS are encouraged to examine all sections of this RFQ carefully, in that the degree of interrelationship between sections is critical. In responding to this RFQ, RESPONDENTS are encouraged to provide any additional information they believe relevant.

Clause headings appearing in this RFQ have been inserted for convenience and ready reference. They do not purport to define, limit or extend the scope of intent of the respective clauses. Whenever the terms "must", "shall", "will", "is required", or "are required" are used in the RFQ, the subject being referred to is to be a required feature of this RFQ and critical to the resulting submittal.

In those cases where mandatory requirements are stated, material failure to meet those requirements could result in disqualification of the RESPONDENT's response. Any deviation or exception from RFQ specifications must be clearly identified by the RESPONDENT in its submittal.

Expenses for developing and presenting submittals shall be the entire responsibility of the RESPONDENT and shall not be chargeable to TAMUS. All supporting documentation and manuals submitted with this submittal will become the property of TAMUS unless otherwise requested by the RESPONDENT, in writing, at the time of submission, and agreed to, in writing, by TAMUS.

All technical and scope of work questions concerning this RFQ are to be directed to Jeff Zimmermann, Director of Procurement & Business Services, in writing, at [jzimmermann@tamus.edu](mailto:jzimmermann@tamus.edu). RESPONDENT may not contact other individuals at TAMUS to discuss any aspect of this RFQ, unless expressly authorized by the System Procurement Office to do so. TAMUS will publish all questions with responses as quickly as possible.

#### **2.1 Calendar of Events \***

<b><u>Activity</u></b>	<b><u>Responsibility</u></b>	<b><u>Date</u></b>
Release of Request for Qualifications	A&M System	September 16, 2014

Deadline to Submit Questions	Respondent	September 24, 2014
Release of Response to Questions	A&M System	September 29, 2014
Responses Due	Respondent	October 7, 2014
Selection of Qualified Respondents	A&M System	October 20, 2014

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\* TAMUS will make every effort to adhere to the above schedule. The schedule, however, is subject to change. This may be in the event that further clarification of responses or terms of contract are in the best interest of TAMUS and/or in the event TAMUS requires more time to assure that the selection of the RESPONDENT is in accordance with its policies, rules and regulations, as well as actual timing needs.

## 2.2 **Examination of the Request for Proposal**

Before submitting, each RESPONDENT will be held to have examined the TAMUS requirements outlined in Section 3, and satisfied itself as to the existing conditions under which it will be obligated to perform in accordance with specifications of this RFQ.

No claim for additional compensation will be allowed due to unfamiliarity with the specifications and/or existing conditions. It shall be understood that the RESPONDENT has full knowledge of all of the existing and/or revised conditions and accepts them "as is."

## 2.3 **Submittal Instructions and Delivery of Submittals**

All submittals must be received by TAMUS, no later than 2:00 p.m. Central Time, October 7, 2014, in a sealed envelope or box marked "RFQ01 FPC-15-001 Qualifications for Environmental Consulting Services"

**Responses are to be submitted to:**

**MAIL, HAND DELIVER, AND /OR  
EXPRESS MAIL SUBMITTAL TO:**

**The Texas A&M University System  
Office of HUB & Procurement Programs  
301 Tarrow, 3<sup>rd</sup> Floor Rm. 366  
College Station, TX 77840  
Attn: Jeff Zimmermann**

Late submittals will not be considered under any circumstances. Late submittals properly identified may be returned to RESPONDENT unopened.

Telephone and/or facsimile (Fax) submittals are not acceptable under any circumstances.

## 2.4 **Proposal Components**

The following documents are to be returned as part of your qualification submittal (Section 3). Failure to include these documents will be basis for response disqualification.

- ✓ Signed Execution of Offer (Exhibit A)
- ✓ Non-Collusion Affidavit (Exhibit B)
- ✓ Service Location Matrix (Exhibit C)

**RESPONDENT shall provide one (1) original copy, and one (1) electronic copy of the complete RFQ response as specified above.**

All electronic copies must either be in Microsoft Office software or Adobe Portable Document Format (PDF). All image files must be in one of the following formats: .jpg, .gif, .bmp, or .tif and submitted on a CDROM or thumb drive. Image files are to already be inserted as part of a document such as a PDF. Individual image files on the electronic media must be clearly named and referenced in your proposal response.

**NOTE:** The original signature on ONE (1) hard copy will serve as the official signature of record for all electronic copies.

Please create a text file in your root directory titled "table of contents.txt" that contains a brief explanation of the files and their layout found on the disc.

Submittal response package (envelope/box/carton) must indicate on the lower left-hand corner the respondent's company name and address, and the RFQ number and opening date.

Submittals are to be submitted as a booklet or in notebook form with appropriate indices. Each submittal should be prepared simply and economically, providing a straightforward concise description of the RESPONDENT's service, approach and ability to meet TAMUS' needs as stated in this RFQ. Schedules and Exhibits must clearly identify and define:

Exhibit A	Execution of Offer
Exhibit B	Non Collusion Affidavit
Exhibit C	Service Location Matrix

## **2.5 Inquiries and Interpretations**

Responses to inquiries which directly effect an interpretation or change to this RFQ will be issued in writing by addendum/amendment and posted on the Electronic State Business Daily (ESBD) eight (8) days prior to the due date. All such addenda/amendments issued by TAMUS prior to the time that proposals are received shall be considered part of the RFQ, and the RESPONDENT shall consider and acknowledge receipt of such in their proposal.

Only those TAMUS replied to inquiries which are made by formal written addenda/amendments shall be binding. Oral and other interpretations or clarification will be without legal effect.

## **2.6 Selection Process**

TAMUS will base its choice on demonstrated competence, knowledge, and qualifications of the RESPONDENT.

The RESPONDENT(S) selected will be the one who's experience and qualifications, as presented in response to this RFQ, establish them, in the opinion of TAMUS, as well qualified and offering the greatest benefits, experience and value to TAMUS. TAMUS may cancel this RFQ or reject proposals at any time prior to an award, and is not required to furnish a statement of the reasons why a particular proposal was not deemed to be the most advantageous.

TAMUS, at its sole discretion, may select as many firms as deemed to be in TAMUS' best interest to meet the needs throughout The Texas A&M University System. All RESPONDENTS selected will be required to sign a master agreement contract. The master agreement does not guarantee that a project(s) assignment will be made. Should TAMUS determine in its sole discretion that only one RESPONDENT is fully qualified, or that one RESPONDENT is clearly more highly qualified than

the others under consideration, a contract may be negotiated and awarded to that RESPONDENT. The award document will be an agreement incorporating by reference all the requirements, terms and conditions of the RFQ and the RESPONDENT's proposal as negotiated.

Submission of qualifications indicates RESPONDENT's acceptance of the evaluation techniques and the recognition that subjective judgments must be made by TAMUS during the evaluation process.

It is the intent of TAMUS to qualify multiple submissions. The selection of the successful submission(s) may be made by TAMUS on the basis of the submissions initially submitted, without discussion, clarification, or modification. In the alternative, selection of the successful submission may be made by TAMUS on the basis of negotiation with any of the RESPONDENTS. TAMUS shall not disclose any information derived from the submissions provided by competing RESPONDENTS in conducting such discussions.

All submissions must be complete and convey all of the information requested to be considered responsive. If a submission fails to conform to the essential requirements of the RFQ, TAMUS alone will determine whether the variance is significant enough to consider the submission susceptible to being made acceptable, and therefore a candidate for further consideration, or not susceptible and therefore not considered for award.

TAMUS reserves the right to check references prior to award. Any negative responses received may be grounds for disqualification of the submission.

TAMUS reserves the right to accept or reject any or all offers, to waive informalities and technicalities, to accept qualifications considered most advantageous, and/or to make the award to the most responsive vendor.

## **2.7 The Texas A&M University System HUB Policy and HUB Subcontracting Requirements**

It is the policy of the A&M System to involve qualified HUBs to the greatest extent allowed by law in the system's construction contracting, professional services, and purchase, lease, or rental of all supplies, materials, services and equipment. All A&M System members are responsible for making a good faith effort of ensuring that HUBs are afforded an equitable opportunity to compete for all procurement and contracting activities of the system.

Subcontracting opportunities are NOT anticipated for this RFQ and therefore a HUB Subcontracting Plan (HSP) is NOT required.

However, if a subcontractor will be used to provide any commodity or service as part of this scope, the Respondent WILL BE required to make a good faith effort and complete the state of Texas HSP. Complete the HSP as found at <http://www.window.state.tx.us/procurement/prog/hub/hub-forms/> and submit it with the RFQ response. If there are pre-existing agreements in place with companies who will be hired as subcontractors, the vendor will show those vendors as subcontractors on the HSP and provide an explanation as to why solicitations were not done, e.g. contractual requirements. If no pre-existing agreements with companies who will be hired as subcontractors exist, then the vendor will be expected to make a good faith effort according to the HSP instructions. Don't forget to include any backup documentation and sign the HSP form.

In the event that you determine you will be using a subcontractor, please contact Mr. Jeff Zimmermann from the A&M System's HUB Program at (979) 458-6410 or [jzimmermann@tamus.edu](mailto:jzimmermann@tamus.edu) for assistance in determining available HUB subcontractors and proper completion of the HSP. Respondents have the opportunity to submit a draft of the HSP prior to submittal of their response to the RFQ for review by Mr. Zimmermann.



## **SECTION 3 SCOPE OF WORK**

### **3.1 Goal**

The Texas A&M University System's (A&M System or TAMUS) objective in developing this RFQ is to receive statements of qualifications from firms experienced in the regulations pertaining to environmental consulting services for institutions of higher education.

As a result of this RFQ, the A&M System intends to select a firm(s) as a partner to enter into a multiyear agreement to undertake the stated services with TAMUS and its members.

### **3.2 Services Required**

Specific environmental requirements (asbestos, lead based paint, mold) include on any given project, but are not limited to, the following activities:

- a. Provide asbestos testing, design for removal and air monitoring services for any Asbestos Containing Building Materials (ACBM) consistent with the construction delivery process as utilized by the A&M System for various projects located throughout the State of Texas.
- b. Provide for lead based paint testing and mold assessment/testing along with the design for abatement consistent with the construction delivery process as utilized by the A&M System for various projects located throughout the State of Texas.
- c. Preserve public health and diminish or eliminate hazards or potential hazards caused by the presence of ACBM in public buildings.
- d. Provide consulting services to the building owner or management concerning environmental building surveys, assessment of conditions of materials, planned operations and maintenance, compliance with work practices and standards.
- e. Evaluate possible abatement projects and prepare plans, specifications, schedules, and contract options for abatement projects.
- f. Represent the interests of the building owner during the conduct of an abatement project, including consultation with the abatement contractor personnel, requiring compliance with regulations and specifications, requiring remedy of infractions, providing monitoring services, maintaining progress records and photographs as necessary, waste disposal, designating in writing a project manager and specifying the manager's responsibilities and authority, and providing written assurance to the building owner or operator of the final clearance of the project.
- g. Advise on the selection and use of appropriate personal protective equipment for all abatement related activities.
- h. File reports, notify commissions, post compliance materials, etc, as required by Texas Asbestos Health Protection Rules, Texas Administrative Code 295.39, and the National Emission Standards for Hazardous Air Pollutants, 40 code of Federal Regulations (CRF) part 61, subpart M.
- i. Comply with the qualification requirements set forth by the Texas Asbestos Health Protection Rules (TAHPA) TAC §295.34 & 47 and the National Emission Standard for Hazardous Air Pollutants (NESHAP) 40 Code of Federal Regulation (CFR) part 61, subpart M.
- j. Use the A&M System's document management system e-Builder.

Note: e-Builder is the project management software and the selected firm will be expected to fully utilize this program. Also the firm(s) may need to purchase a yearly license of \$750.00. Training in College Station will be provided at no additional cost.

### 3.3 Requirements for Qualification

***RESPONDENTS SHALL CAREFULLY READ THE INFORMATION CONTAINED IN THE FOLLOWING CRITERIA AND SUBMIT A COMPLETE STATEMENT OF QUALIFICATIONS TO ALL ITEMS. INCOMPLETE QUALIFICATIONS MAY BE CONSIDERED NON-RESPONSIVE AND SUBJECT TO REJECTION.***

#### 3.3.1 CRITERION ONE: RESPONDENT'S STATEMENT OF QUALIFICATIONS AND AVAILABILITY TO UNDERTAKE THE SERVICES

- 3.3.1.1 Provide a statement of interest including a narrative describing the firm's qualifications and availability.
- 3.3.1.2 Provide a brief history of the firm including all office location(s), legal status and officers.
- 3.3.1.3 Address the "Specific Qualifications" and ability to perform the "Scope of Services" in the specific area of expertise.

#### 3.3.2 CRITERION TWO: COMPANY PROFILE

- 3.3.2.1 Identify key personnel who will negotiate for the firm and who will be assigned to manage an agreement and describe their respective roles and locations.
- 3.3.2.2 Provide a resume for each individual identified to demonstrate their relevant experience to fulfill requirements under an agreement. Provide copies of any licenses and certifications.
- 3.3.2.3 Provide the firm's organization chart to demonstrate how project personnel will be organized to fulfill requirements under an agreement.
- 3.3.2.4 Provide evidence that the firm is legally capable of performing the stated services in Texas. Provide any details of all past or pending litigation or claims filed against your firm that would affect your firm's performance under a Contract with TAMUS.
- 3.3.2.5 Is your firm currently in default on any loan agreement or financing agreement with any bank, financial institution, or other entity? If yes, specify date(s), details, circumstances, and prospects for resolution.
- 3.3.2.6 Does any relationship exist by relation, business association, capital funding agreement, or any other such kinship between your firm and any A&M System employee, officer or Regent? If so, please explain.

#### 3.3.3 CRITERION THREE: RESPONDENT'S PERFORMANCE ON PAST REPRESENTATIVE PROJECTS

- 3.3.3.1 List a minimum of three (3) examples of relevant, previous projects undertaken by the firm that best demonstrates the firm's capacity and expertise to fulfill the requirements of the stated services. Each example should be well organized, and, when applicable, identify key personnel proposed for the A&M System contract who worked on the example project. List the projects in order of priority, with the most relevant project listed first. Provide the following information for each project listed:
  - Project name, location, and description.

- Color images (photographic or machine reproductions)
- Final Project size in gross square feet.
- Type of construction (new, renovation, or expansion).
- Actual start and finish dates for construction.
- Description of services the firm provided for the project
- Name and phone number of the Project Manager or the firm's individual responsible for the overall success of the project.
- Key subcontractors, if used.
- The owner's name and representative(s) who would be most familiar with the construction and management phases of the project, including telephone number.

References shall be considered relevant based on specific project participation and experience with the Respondent. TAMUS may contact references during any part of this process. The TAMUS reserves the right to contact any other references at any time during the RFQ process.

Note: Examples that involve public higher education institutions are preferred. Past experience in the state of Texas and demonstrated knowledge and understanding of Texas markets is also preferred. Demonstrated experience with a variety of building and construction types and with campuses in various stages is also useful.

## EXHIBIT A

### EXECUTION OF OFFER

**RFQ01 FPC-15-001**

**DATE:**

**In compliance with this RFQ, and subject to all the conditions herein, the undersigned offers and agrees to furnish any or all commodities or services.**

#### **A.1 Respondent Affirmation**

NOTE TO RESPONDENTS: SUBMIT ENTIRE SECTION WITH RESPONSE.

This execution of offer must be completed, signed, and returned with the respondent's qualifications. Failure to complete, sign and return this execution of offer with the qualifications may result in rejection of the qualifications.

Signing a false statement may void the submitted qualifications or any agreements or other contractual arrangements, which may result from the submission of respondent's qualifications. A false certification shall be deemed a material breach of contract and, at owner's option, may result in termination of any resulting contract or purchase order.

#### Addenda Acknowledgment

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

No. 1 \_\_\_\_\_ Date \_\_\_\_\_

No. 2 \_\_\_\_\_ Date \_\_\_\_\_

#### **A.2 Signature**

By signing below, the Respondent hereby certifies as follows, and acknowledges that such certifications will be included in any resulting contract:

- (i) the Qualifications and all statements and information prepared and submitted in response to this RFQ are current, complete, true and correct;
- (ii) it is 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 Qualifications or any subsequent proposal. Failure to sign below, or signing a false statement, may void the Response or any resulting contracts at the Owner's option, and the Respondent may be removed from all future proposal lists at this state agency;
- (iii) the individual signing this document and the documents made part of the RFQ is authorized to sign such documents on behalf of the Respondent and to bind the Respondent under any contract which may result from the submission of the Response;
- (iv) 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 Texas A&M University System;
- (v) Respondent has not been an employee of the A&M System within the immediate twelve (12) months prior to the RFQ response;
- (vi) no compensation has been received for participation in the preparation of this RFQ (ref. Section 2155.004 Texas Government Code);
- (vii) all services to be provided in response to this RFQ 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;
- (viii) Respondent complies with all federal laws and regulations pertaining to Equal Employment Opportunities and Affirmative Action;
- (ix) to the best of its knowledge, no member of the Board of Regents of The Texas A&M University System, or the Executive Officers of the Texas A&M University System or its member institutions or agencies, has a financial interest, directly or indirectly, in the Project;
- (x) each individual or business entity proposed by Respondent as a member of its team that will engage in the practice of engineering or architecture will be selected based on demonstrated competence and qualifications only;

- (xi) if the Respondent is subject to the Texas franchise tax, it is not currently delinquent in the payment of any franchise tax due under Chapter 171, Texas Tax Code, or is exempt from the payment of such taxes. A false certification may result in the Respondent's disqualification;
- (xii) under Section 231.006, Family Code, the vendor or applicant certifies that the individual or business entity named in this contract, bid, or application is not ineligible to receive the specified grant, loan, or payment and acknowledges that this contract may be terminated and payment may be withheld if this certification is inaccurate; and,
- (xiii) under Section 2155.004, Government Code, the vendor 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.

RESPONDENT should give Payee Identification Number (PIN) (Formally Vendor ID), full firm name and address of Vendor (enter in block provided if not shown). Failure to manually sign submittal will disqualify it. The person signing the submittal should show title or authority to bind his/her firm in contract. The Payee Identification Number is the taxpayer number assigned and used by the Comptroller of Public Accounts of Texas. Enter this number in the spaces provided on the Execution of Offer.

Payee Identification Number (PIN): \_\_\_\_\_

Sole Owner should also enter Social Security Number: \_\_\_\_\_

Vendor/Company: \_\_\_\_\_

**Signature (INK):** \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Street: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Telephone No.: \_\_\_\_\_

Fax No.: \_\_\_\_\_

E-mail: \_\_\_\_\_

\* By signing this RFQ, RESPONDENT certifies that if a Texas address is shown as the address of the respondent, respondent qualifies as a Texas Resident Bidder as defined in Texas Government Code, § 2252.001(4)

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

**EXHIBIT B**  
**NON-COLLUSION AFFIDAVIT**

The undersigned, duly authorized to represent the persons, firms and corporations joining and participating in the submission of the foregoing Submission (such persons, firms and corporations hereinafter being referred to as the "VENDOR"), being duly sworn, on his or her oath, states that to the best of his or her belief and knowledge no person, firm or corporation, nor any person duly representing the same joining and participating in the submission of the foregoing Submission, has directly or indirectly entered into any agreement or arrangement with any other VENDORS, or with any official of TAMUS or any employee thereof, or any person, firm or corporation under contract with TAMUS whereby the VENDOR, in order to induce acceptance of the foregoing Submission by said TAMUS, has paid or is to pay to any other VENDOR or to any of the aforementioned persons anything of value whatever, and that the VENDOR has not, directly or indirectly entered into any arrangement or agreement with any other RESPONDENT or VENDOR which tends to or does lessen or destroy free competition in the letting of the contract sought for by the foregoing Submission.

The VENDOR hereby certifies that neither it, its officers, partners, owners, providers, representatives, employees and parties in interest, including the affiant, have in any way colluded, conspired, connived or agreed, directly or indirectly, with any other VENDOR, potential VENDOR, firm or person, in connection with this solicitation, to submit a collusive or sham bid, to refrain from bidding, to manipulate or ascertain the price(s) of other VENDOR or potential VENDORS, or to obtain through any unlawful act an advantage over other VENDORS or TAMUS.

The response submitted herein have been arrived at in an entirely independent and lawful manner by the VENDOR without consultation with other VENDORS or potential VENDORS or foreknowledge of the prices to be submitted in response to this solicitation by other Proposers or potential VENDORS on the part of the VENDOR, its officers, partners, owners, providers, representatives, employees or parties in interest, including the affiant.

**CONFLICT OF INTEREST**

The undersigned VENDOR and each person signing on behalf of the VENDOR certifies, and in the case of a sole proprietorship, partnership or corporation, each party thereto certifies as to its own organization, under penalty of perjury, that to the best of their knowledge and belief, no member of TAMUS, nor any employee, or person, whose salary is payable in whole or in part by TAMUS, has a direct or indirect financial interest in the award of this Submission, or in the services to which this Submission relates, or in any of the profits, real or potential, thereof, except as noted otherwise herein.

Signature \_\_\_\_\_

Company Name \_\_\_\_\_

Date \_\_\_\_\_

\_\_\_\_\_  
Subscribed and sworn to before me this

\_\_\_\_\_ day of \_\_\_\_\_, 2014.

Notary Public in and for the County of \_\_\_\_\_, State of

\_\_\_\_\_. My commission expires: \_\_\_\_\_

**EXHIBIT C**  
**SERVICE LOCATION MATRIX**

Please indicate by an "X" locations the firm is willing to provide services.

<b>SERVICE LOCATIONS</b>		<b>AVAILABILITY</b>
	College Station, Texas	
	Prairie View, Texas	
	Galveston, Texas	
	Stephenville, Texas	
	Commerce, Texas	
	Texarkana, Texas	
	Canyon ,Texas	
	Kingsville, Texas	
	Corpus Christi, Texas	
	Laredo, Texas	
	San Antonio, Texas	
	Killeen, Texas	