



Texas Facilities Commission
P.O. Box 13047
Austin, Texas 78711-3047

REQUEST FOR PROPOSAL
For
TCEQ Park 35 Campus Parking Lot Improvements

PROJECT #15-021-6069

RFP #303-7-00803

Posting Date: December 21, 2016

Proposal Due Date: January 19, 2016, 3:00 PM

HSP Due Date / Proposal Opening: January 20, 2017, 3:00 PM

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REQUEST FOR PROPOSAL
TCEQ Park 35 Campus Parking Lot Improvements
Project #15-021-6069

SECTION I
GENERAL

1. **SCOPE:** In accordance with the provisions of Texas Government Code, Chapter §2269 Subchapter D, Competitive Sealed Proposal Method, and Rules and Procedures adopted by the Texas Facilities Commission (TFC), TFC is soliciting Competitive Sealed (CSP) proposals for TCEQ Campus Parking Lot Improvements, TFC Project No. 15-021-6069 located at 12100 Park 35 Circle, Austin, Texas. Scope of work generally includes eradicating existing pavement markings, providing new pavement markings, providing new concrete curb ramps and sidewalks, seal coat of existing asphalt pavement, reconstructing existing asphalt parking areas with new concrete pavement, removing existing curb and gutter and constructing new concrete curb and repainting fire lanes and all yellow curbs.

The estimated construction budget for the services described in the Request for Proposal (RFP) is Nine Hundred Ninety Thousand Dollars (\$990,000.00).

2. **CONTRACT TERM:** Construction is required to commence within Thirty (30) calendar days after the Notice to Proceed is issued. The contract period is projected for a term of One Hundred Twenty (120) calendar days except as may be otherwise amended or negotiated.

This contract is contingent upon the continued availability of funding. If funds become unavailable through lack of appropriations, legislative budget cuts, amendment of the Appropriations Act, state agency consolidations, or any other disruption of current appropriations, provisions of the Termination Article in the Construction Services Contract shall apply.

3. **DEFINITIONS:**

Addendum: A modification of the specifications issued by TFC.

Attachment A, HUB Subcontracting Plan (HSP): The Historically Underutilized Business (HUB) Subcontracting Plan (HSP) required by Chapter §2161 of the Texas Government Code (TGC) and by Title 34, Chapter 20, Subchapter B, §20.10- §20.28 of the Texas Administrative Code (TAC).

Good Faith Effort: Effort required by vendors when completing the HSP, which demonstrates the respondent has completed one of the following for the planned subcontracting needs: A) Using strictly HUBs for all subcontracting needs, B) Meeting stated agency goal for HUB subcontracted needs using both HUBs and Non-HUB vendors, C) Performing “Traditional Good Faith Effort” of notifying two minority/women trade organizations and soliciting bids from three HUBs for each subcontracting opportunity, and allowing seven business days for response, or D) Self-Performing Contract (performing all work with own materials and labor).

Historically Underutilized Business (HUB): Historically Underutilized Business (HUB) – pursuant to TGC, Chapter §2161, means a business that is at least 51% owned by an Asian Pacific American, a Black American, a Hispanic American, a Native American, an American Woman, and/or a United States Veteran with a minimum 20% Disability rating; is an entity with its principal place of business in Texas; and has an owner residing in Texas with proportionate interest that actively participates in the control, operations, and management of the entity’s affairs.

Owner: The Texas Facilities Commission (TFC).

Project Manager: The individual designated by the Owner authorized to represent the Owner during the performance of the contract.

SECTION II
STATEMENT OF WORK

1. Provide all materials, equipment, labor, coordination and supervisory activities necessary to complete construction of the project as more fully described in the Attachment D, Project Manual, and Attachment E, Project Drawings, which include specifications, drawings, and other contract documents dated 12/01/2016, prepared by the Architect/Engineer (A/E) and TFC.

2. The documents are only available in electronic format online, on CD-ROM, and through the plan rooms listed below. The cost of obtaining printed sets is solely the responsibility of interested respondents. Compact discs may be obtained by contacting Sean Barry, P.E. the Project Engineer at:

Freese and Nichols
10431 Morado Circle, Suite 300
Austin, Texas 78759
Phone: (512) 617-3100

2.1. Free CDs will be available at the pre-proposal conferences.

3. Bid documents are available for review at the TFC office, 1711 San Jacinto, Suite 202, Austin, Texas, the A/E's office, and the following plan rooms:

Associated Builders and Contractors	3006 Longhorn Blvd., Suite 104 Austin, TX 78758	P: 512-719-5263 F: 512-719-3278
Associated General Contractors Building Branch	609 South Lamar, Austin, TX 78704	P: 512-442-7887 F: 512-442-3503
Austin Black Contractors Association	6448 Hwy. 290 East, Suite E-107, Austin, TX 78723	P: 512-467-6894 F: 512-467-9808
McGraw-Hill Construction Dodge Plan Room	304 East 3rd Street, Austin, TX 78701	P: 512-458-1341 F: 512-467-2806
U.S. Hispanic Contractors Association de Austin	920 E. Dean Keeton Blvd., Austin, TX 78705	P: 512-922-0507
Associated General Contractors of Houston	3825 Dacoma St., Houston, TX 77092-8717	P: 713-843-3700 F: 713-843-3701
McGraw-Hill Construction Dodge Plan Room	10606 Hempstead Rd, Suite 110, Houston, TX 77092	P: 713-316-9411 F: 713-316-9469
McGraw-Hill Construction Dodge Plan Room	1223 Arion Parkway, Suite 108, San Antonio, TX 78216	P: 210-495-0084 F: 210-495-0557
Associated General Contractors – Central Texas Chapter	4500 West Waco Drive, Waco, TX 76710	P: 254-772-5400 F: 254-772-5451

4. Respondents will be held to have studied the plans and specifications, to have visited the proposed work site, to have satisfactory understanding regarding all existing conditions and measurements, and to have included in the Attachment B, Contractor's Proposal Form an amount sufficient to cover all work including permits, fees, etc.
5. **SUBCONTRACTORS:** Subcontractors providing service under the contract shall meet the same requirements and level of experience as required of the respondent. No subcontract under the contract shall relieve the primary respondent of responsibility for the service. If the respondent uses a subcontractor for any or all of the work required, the following conditions shall apply under the listed circumstances:
- 5.1. Respondents planning to subcontract all or a portion of the work shall identify the proposed subcontractors on the Attachment A, HUB Subcontracting Plan.
- 5.2. Subcontracting shall be at the respondent's expense.
- 5.3. TFC retains the right to check subcontractor's background and make determination to approve or reject the use of submitted subcontractors.
- 5.4. The respondent shall be the only contact for TFC and subcontractors. Respondent shall list a designated point of contact for all TFC and subcontractor inquiries.

**SECTION III
PROPOSAL INFORMATION**

1. **SCHEDULE OF EVENTS:** TFC reserves the right to change the dates shown below.

<u>EVENT</u>	<u>DATE</u>
Issue RFP	12/21/2016
Mandatory Pre-Proposal Conference (OR)	01/05/2017, Thursday @ 10:00 AM
Mandatory Pre-Proposal Conference	01/06/2017, Friday @ 10:00 AM
Deadline for Submission of Questions	01/11/2017
Deadline for Submission of Proposals	01/19/2017, Thursday, 3:00 PM
Deadline for Submission of HSP and RFP Opening	01/20/2017, Friday, 3:00 PM
Notification of Interview Selection	01/24/2017
Interview(s)	01/31/2017
Award by Commission	02/15/2017
Execute Contract	03/15/2017

2. **MANDATORY PRE-PROPOSAL CONFERENCE:** The mandatory pre-proposal conferences are scheduled for Thursday, January 5, 2017 at 10:00 AM and Friday, January 6, 2017 at 10:00 AM. The location of both pre-proposal conferences is TCEQ Park 35 Campus, 12100 Park 35 Circle, Austin, Texas, Building B, Room 201S. **Respondents must attend at least one of the two scheduled pre-proposal conferences.** The TFC shall reject proposals submitted by contractors that did not attend one of the mandatory pre-proposal conferences. For the pre-proposal conferences, on site parking is available at the TCEQ Campus. Please do not park in reserved or staff designated parking areas.

3. **PROPOSAL REQUIREMENTS:**

3.1. **Submission:**

3.1.1. Respondents shall submit one (1) original of each of the following:

- 3.1.1.1. Attachment A, HUB Subcontracting Plan;
- 3.1.1.2. Attachment B, Contractor's Proposal Form;
- 3.1.1.3. Attachment G, Non-Collusion Affidavit;
- 3.1.1.4. Bid Bond;
- 3.1.1.5. Litigation History; and
- 3.1.1.6. Acknowledgement of Addenda.

3.1.2. Include one (1) original and three (3) copies of the:

- 3.1.2.1. Attachment C, Contractor's Qualification Form;
- 3.1.2.2. Company Information;
- 3.1.2.3. Relevant Experience and Qualifications;
- 3.1.2.4. Methodology and Budget/Schedule Compliance;
- 3.1.2.5. Quality Control and Safety Program; and
- 3.1.2.6. Any other documentation required by this proposal.

3.1.3. Additionally, respondent shall provide a formatted CD, or USB flash memory drive, containing a complete copy of the vendor's response to this RFP. The format shall be Adobe Acrobat version 9.0 or higher.

3.2. Proposal pages should be numbered and contain an organized, paginated table of contents corresponding to the section and pages of the proposal.

3.3. Respondents to this RFP are responsible for all costs of proposal preparation and delivery.

3.4. Content: Below is a summary of required information. Proposals submitted incomplete or without this information will be evaluated accordingly. TFC reserves the right, in its sole judgment and discretion, to waive minor technicalities and errors in the best interest of the state. The Attachment A, HUB Subcontracting Plan, the Attachment B, Contractor's Proposal Form, the Attachment C, Contractor's Qualification Form, the Attachment G, Non-Collusion Affidavit, and the Bid Bond shall be returned with the response to proposal. Failure to do so may result in disqualification.

- 3.4.1. **Company Information:** Including, but not limited to the following:
- 3.4.1.1. Company description
 - 3.4.1.2. Ownership information
 - 3.4.1.3. Physical and Mailing address
 - 3.4.1.4. Other company locations/offices
 - 3.4.1.5. Primary Contact
 - 3.4.1.6. Office & Mobile phone number, and email of Primary Contact
 - 3.4.1.7. 11-Digit State of Texas Taxpayer Vendor Identification Number

3.4.2. **Relevant Experience and Qualifications:** <20 pts.>

3.4.2.1. **Relevant Experience:**

- 3.4.2.1.1. Complete and submit the Attachment C, Contractor's Qualifications Form. The form can be obtained electronically at the TFC website: <http://www.tfc.state.tx.us/divisions/facilities/prog/construct/formsindex/> document #1, Index of Forms. Respondent should also provide a free-form narrative that describes, in detail, any qualifications not enumerated on Attachment C, Contractor's Qualifications Form.
- 3.4.2.1.2. Particularly indicate your firm's experience with coordinated PHASED site parking lot improvements and reconstruction on an occupied campus. Provide examples of delivering successful project coordination on a parking/site improvement project at a fully occupied campus requiring phased sequence of work and weekend/afterhours construction activities.
- 3.4.2.1.3. Demonstrate that the respondent has successfully been in business, or the principals shall have had ownership/executive management in a previous company with comparable type experience, for the services solicited in the RFP.
- 3.4.2.1.4. Demonstrate Company's or Individual's relevant experience for the type of work solicited in the RFP.
- 3.4.2.1.5. Names of top management and key employees and each person's duties. Include the background and experience of these employees.
- 3.4.2.1.6. Provide an Organizational Chart with roles and responsibilities of the team assigned to support the project.
- 3.4.2.1.7. Negative responses from Owners and A/E firms which are familiar with contractor's performance, depending on problems encountered, may be grounds for disqualification.

3.4.2.2. **Contractor Qualifications:** The following minimum requirements are required of contractors:

- 3.4.2.2.1. Out of state contractors doing business in Texas shall have a Certificate of Authority to do business in Texas. A copy of the certificate shall be submitted with the proposal.

3.4.3. **Methodology & Budget/Schedule Compliance:** <15 pts.>

- 3.4.3.1. Proposed Methodology: A detailed plan outlining the methodology intended to be employed by the respondent that demonstrates the processes of implementation regarding the requirements of the RFP Scope of Work into a realized and finished project. This shall include, but not be limited to;
- 1) processes and techniques used to understand the Statement of Work;
 - 2) problem solving;
 - 3) value engineering;
 - 4) maintaining budgets;
 - 5) maintaining schedules;
 - 6) staff sizing and roles;
 - 7) company workload in proportion to the project outlined in the Statement of Work; and
 - 8) coordination of work with subcontractor's and/or consultants.

- 3.4.3.2. **Budget/Schedule Compliance:** Contractor shall demonstrate their ability to meet schedule completion dates and maintain project budgets.
- 3.4.3.2.1. For the five (5) **most relevant recently completed projects**, contractor shall demonstrate experience in meeting **completion date schedules** by providing the original construction duration and final actual construction duration. Provide appropriate explanation on the causation when a variance of 5% or more is experienced.
- 3.4.3.2.2. For the same five (5) **most relevant recently completed projects** as above, contractor shall demonstrate experience in maintaining **construction budgets** by providing the awarded budget and the final actual completion budget. Provide appropriate explanation on the causation when a variance of 5% or more is experienced.
- 3.4.4. **Quality Control Program & Safety Program:** <5 pts.>
- 3.4.4.1. **Quality Control Program:** Quality Assurance / Quality Control: The respondent shall provide the name and job title of the person in the organization who oversees the quality assurance program. Vendor shall describe its quality assurance program, quality requirements and means of measurement. TFC reserves the right to require a copy of the Quality Control Manual and Quality Assurance Processes, which, if contracted, will become a contract document. Provide process flow charts on how quality is maintained and achieved. The respondent shall describe the firm's policy regarding establishing quality control processes similar to ISO 9000 and other in-place controls for adherence to budget, quality, safety and schedule.
- 3.4.4.2. **Safety Program:**
- 3.4.4.2.1. Provide the company's workers' compensation experience modification rate (EMR) for the last five years as part of the proposal. This shall be included in the proposal on the insurance broker's letterhead.
- 3.4.4.2.2. Also, indicate the name and job title of the person in your organization who manages your safety program. Provide a description of your firm's safety program. TFC reserves the right to require a copy of your safety manual, which, if contracted, will become a contract document.
- 3.4.5. **Bid Bond:** Proposal shall be accompanied by a bid security in the form of an original bid bond, certified check or cashier's check (drawn on a solvent bank in the State of Texas), remittance to the Texas Facilities Commission, in the sum of not less than five percent (5%) of the base bid amount of the proposal. No other form of security will be accepted.
- 3.4.5.1. Should the contractor fail, neglect, or refuse to begin performance of the contract after receiving the award, said security will be forfeited to TFC. Performance shall be considered begun upon acknowledgement of the contract award and the furnishing of all required security bonds and insurance coverage.
- 3.4.5.2. If TFC has not made an award within ninety (90) calendar days after responses are opened, respondents may withdraw their responses without prejudice; however, respondents have the option to extend the time in which their bids will be honored after this ninety (90) day period.
- 3.4.6. **Litigation:** <Pass/Fail>
- 3.4.6.1. Provide details of all litigation history, including but not limited to administrative claims and proceedings and arbitration within the past five (5) years.
- 3.4.6.2. Respondents involved in litigation, depending upon the circumstances of the litigation, may be disqualified at the sole discretion of TFC.
- 3.4.7. **Attachment G, Non-Collusion Affidavit:** The **Attachment G, Non-Collusion Affidavit** must be enclosed with the response to the proposal. The **Attachment G, Non-Collusion Affidavit** form can be obtained electronically at the following link, the 'Forms Index', Document #4. <http://tfc.state.tx.us/divisions/facilities/prog/construct/formsindex>
- 3.4.8. **Acknowledgement of Addenda:** Receipt of all addenda to this RFP shall be acknowledged by returning a signed copy of the **signature page** of each addendum with the response. Any amendment

to this procurement solicitation will be posted as an addendum on the Electronic State Business Daily (ESBD). It is the responsibility of interested parties to periodically check the ESBD for updates to the solicitation prior to submitting proposals. Respondent's failure to periodically check the ESBD will in no way release the selected vendor from "addenda or additional information" resulting in additional costs to meet the requirements of the RFP.

3.4.9. **Compensation and Fees: <60 pts.>** Provide pricing on the Attachment B, Contractor's Proposal Form. Respondents may not add qualifications, conditions, clarifications or exceptions to the proposal. Any such representation by the respondent may be cause for rejection of the proposal at the full and sole discretion of TFC.

3.4.10. **Attachment A, HUB Subcontracting Plan:** In accordance with the TGC, Sections §2161.181-182 and Title 34, Chapter 20, Subchapter B, §20.14(d)(1)(D)(iii) of the TAC, TFC shall make a good faith effort to utilize HUBs in contracts for construction services, including professional and consulting services; and commodities contracts. The purpose of the HUB Program is to promote full and equal business opportunities for all businesses in state contracting in accordance with the following HUB utilization goals as specified in 34 TAC § 20.13:

- 11.2% for heavy construction other than building contracts,
- 21.1% for all building construction,
- **32.7% for all special trade construction contracts,**
- 23.6% for professional services contracts,
- 24.6% for all other services contracts, and
- 21.0% for commodities contracts.

3.4.10.1. As mandated by 34 TAC § 20.14, Respondents must submit an Attachment A, HUB Subcontracting Plan that identifies all subcontracting items and complies with good faith effort requirements outlined in Attachment A, HUB Subcontracting Plan and in accordance with the Comptroller of Public Accounts HUB rules [34 TAC §20.14(d)(1)(D)(iii):

3.4.10.2. Pursuant to TGC § 2161.252(B), TFC shall reject any response that does not include a fully completed Attachment A, HUB Subcontracting Plan. An incomplete Attachment A, HUB Subcontracting Plan is considered a material failure to comply with the solicitation requirements.

3.4.10.3. The Attachment A, HUB Subcontracting Plan shall become a provision of the contract between the awarded respondent and TFC. The awarded respondent can only change the Attachment A, HUB Subcontracting Plan if (a) the respondent complies with 34 TAC Section 20.14; (b) the respondent provides its proposed changes to TFC for review; (c) TFC approves the respondent's proposed changes to its Attachment A, HUB Subcontracting Plan; and (d) TFC and the respondent amends their contract by submitting a revised Attachment A, HUB Subcontracting Plan containing the changes approved by TFC.

3.4.10.4. If TFC determines that the respondent failed to implement the HSP in good faith, TFC, in addition to any other remedies, may report nonperformance to the Texas Comptroller in accordance with 34 TAC, Section 20.14, (g) (5).

3.4.10.5. HUB subcontracting opportunities may be available in the following commodity 'Class'/'Item' codes.

The list below contains the 'Class' (three-digit) and 'Item' (two-digit) codes of potential subcontracting trades for this solicitation. These codes are defined by the National Institute of Governmental Purchasing (NIGP). A complete listing of all NIGP Class & Item Codes can be found at: <http://www.window.state.tx.us/procurement/tools/comm-book/>

<u>Class/Item</u>	<u>Description</u>
155-70	Portable Toilets
330-55	Fencing, Temporary
745-00	Road and Highway Building Materials (Asphaltic)
750-00	Road and Highway Building Materials (Non-Asphaltic)
909-76	Site Work (Incl. Site Clean-Up)
912-23	Construction, General (Backfill Services, Digging, Ditching, Road

	Grading, etc.)
912-27	Construction, Irrigation System
914-79	Structural Steel
914-88	Wood
962-39	Hauling Services
988-14	Erosion Control Services
988-27	Flora Protection Services
988-52	Landscaping (Including Design, Fertilizing, Planting, etc)

The list above is not, nor is it intended to be a comprehensive list that identifies all subcontracting opportunities. HUB vendors can be found by searching the State's Centralized Master Bidders List (CMBL), found at <https://mycpa.cpa.state.tx.us/tpasscmblsearch/index.jsp>.

- 3.4.10.6. If further assistance is needed in preparing the HSP, potential respondents may contact TFC HUB Coordinator Yolanda Strey at 512-475-0453, or by email at HUB@tfc.state.tx.us. The deadline for return of the completed Attachment A, HUB Subcontracting Plan is 01/20/2017 @ 3:00 PM. This extra twenty-four hour period is to allow vendors to finalize the subcontracting opportunities.
- 3.4.11. All non-HUB inquiries shall be submitted in writing to Rico Gamino by email to: rico.gamino@tfc.state.tx.us
- 3.4.12. All inquiries submitted by email shall be in an editable format, i.e. Microsoft Word, or standard email, as opposed to an un-editable format such as Adobe Acrobat .pdf files.
- 3.4.13. Any respondents finding discrepancies between the drawings and specifications, or in doubt as to their exact meaning, shall notify TFC at once. TFC, may then, as an option, issue addenda clarifying same. TFC is not responsible for oral instructions or for misinterpretation of the drawings and specifications. Any respondent who has objections to the use of a material, appliance or method of construction as shown or specified, shall register written objections with Rico Gamino at TFC. In the case of contradictory work item requirements between documents, the more stringent requirement shall apply.
- 3.4.14. All inquiries will result in written responses with copies posted to the ESBD at: <http://esbd.cpa.state.tx.us/> If respondents do not have internet access, copies may be obtained through the point of contact listed above.
- 3.4.15. Upon issuance of this RFP, beside written inquiries as described above, other employees and representatives of TFC will not answer questions or otherwise discuss the contents of the RFP with any potential vendor or their representatives. Failure to observe this restriction may result in disqualification of any subsequent response. This restriction does not preclude discussions between affected parties for the purpose of conducting business unrelated to this proposal.
- 3.5. Proposal Submission:**
- 3.5.1. All proposals shall be received and time stamped at TFC prior to **3:00 PM** Central Time on the date specified in the Schedule of Events. TFC reserves the right to accept late proposals; however no submittals shall be accepted once the submittal opening process has begun, notwithstanding acceptable evidence that the delivery of the submittal was the fault of the shipper or the submittal was under agency control at the time of the opening.
- 3.5.2. Proposals should be placed in a separate envelope/package and correctly identified with RFP number, Purchaser's name, proposal deadline/opening date and time. If submitting multiple responses, each response should be placed in a separate envelope with correct identification. It is the respondent's responsibility to appropriately mark and deliver the proposal to TFC by the specified date.
- 3.5.3. TFC will not consider any proposal that bears a copyright. As a state agency, TFC will strictly adhere to the requirements of Chapter 552 of the TGC (the "Texas Public Information Act") regarding the disclosure of public information. As a result, by participating in this solicitation process respondent acknowledges that all information, documentation, and other materials submitted in response to this solicitation may be subject to public disclosure under the Texas Public Information Act. TFC does

not have authority to agree that any information submitted will not be subject to disclosure. Disclosure is governed by the Texas Public Information Act. Respondents are advised to consult with their legal counsel concerning disclosure issues resulting from this process and to take precautions to safeguard trade secrets and proprietary or otherwise confidential information. TFC assumes no obligation or responsibility relating to the disclosure or nondisclosure of information submitted by respondents. If it is necessary for respondent to include trade secrets or proprietary or otherwise confidential information in its submittal, respondent must clearly mark in bold red letters the term “**CONFIDENTIAL**” using at least **14 point font**, on that specific part or page of the submittal which respondent believes to be confidential. All submittals and parts of submittals that are not marked confidential will be automatically considered to be public information. Should trade secrets or proprietary or otherwise confidential information be included in the submitted CD, as referenced in Section 3.1.3., respondent should mark the CD with the word “**CONFIDENTIAL**.” If TFC receives a public information request seeking information marked by respondent as confidential, respondent will receive notice of the request as required by the Texas Public Information Act. If TFC receives a public information request for submittals and parts of submittals that are not marked confidential, the information will be disclosed to the public as required by the Texas Public Information Act.

3.6. **Delivery of Proposals:** Proposals shall be submitted to TFC by one of the following methods:

U.S. Postal Service	Overnight/Express Mail	Hand Deliver
TFC – Bid Services ATTN: Rico Gamino RFP #303-7-00803 Central Services Building P.O. Box 13047 Austin, TX 78711-3047	TFC – Bid Services ATTN: Rico Gamino RFP #303-7-00803 Central Services Building, Rm. 176 1711 San Jacinto Blvd. Austin, TX 78701 Hours – 8:00 AM to 5:00 PM	TFC – Bid Services ATTN: Rico Gamino RFP #303-7-00803 Central Services Building 4 th Floor Receptionist 1711 San Jacinto Blvd. Austin, TX 78701 Hours – 8:00 AM to 5:00 PM

3.7. **Proposal Opening**

3.7.1. Proposals will be opened at the Central Services Building, 4th Floor Receptionist, 1711 San Jacinto Blvd., Austin, Texas.

3.7.2. Proposals will be received until the date and time established for receipt, then opened.

3.7.3. Telephone, facsimile, or email proposals are not an acceptable response to this RFP.

3.7.4. All submitted proposals become the property of TFC after the RFP deadline/opening date.

4. **PROPOSAL EVALUATION AND AWARD**

4.1. The intent of TFC is to award a contract to the vendor whose proposal is considered to be the best value to the State. When considering ‘best value’ and award, the Owner reserves the right to set a minimum requirement regarding the criteria listed in par 4.2.

4.2. An evaluation committee will be established to evaluate the proposals. The committee will include employees of TFC and may include other impartial individuals who are not TFC employees. By submitting a proposal in response to this RFP, respondent accepts the solicitation and evaluation process and acknowledges and accepts that scoring of the proposals may involve some subjective judgments by the evaluation committee. The evaluation committee will evaluate and score each proposal based on the following criteria:

Criteria	Weight
• Compensation and Fees	60%
• Relevant Experience and Qualifications	20%
• Methodology / Budget & Schedule Compliance	15%
• Quality Control / Safety Programs	5%

- Litigation History Statement

Pass/Fail

100%

- 4.3. The evaluation committee may conduct an interview of the finalist(s) to make a determination for award recommendation. Scoring of the interview shall replace the scoring of the proposal. The following will be expected during an interview:
 - 4.3.1. One hour is allocated for the interview.
 - 4.3.2. Attendance by team members assigned to the project to represent themselves as to their relevant experience and proposed involvement in the project. Representation by the Project Manager and the Superintendent is essential in this interview.
 - 4.3.3. An Agenda for the interview will be provided by TFC requiring an elaboration of company relevant experience and proposed methodology for the project.
- 4.4. A breakdown of the lump sum into a schedule of values based on the Construction Specifications Institute divisions of work per the Project Manual included in this RFP may be required of qualified respondents prior to the interview. The Evaluation Committee will determine if price negotiations are necessary and may negotiate final pricing per TGC, Chapter 2269, Subchapter D, §2269.155(b), (c). Award of a contract may be made without negotiations, if in the best interest of the State. The evaluation committee will evaluate the finalists and make a recommendation for award.
- 4.5. In evaluating proposals to determine the best value for the State of Texas, TFC may consider information related to past contract performance of a respondent including, but not limited to, CPA's Vendor Performance Tracking System (available at http://www.window.state.tx.us/procurement/prog/vendor_performance/). Prior work performance with TFC, and other State agencies or governmental entities which are familiar with a respondent's performance, depending on problems encountered, may be grounds for disqualification.
- 4.6. Right to Audit: Vendor understands that acceptance of funds under this contract acts as acceptance of the authority of the State Auditor's Office, TFC, or any successor agency, to conduct an audit or investigation in connection with those funds. Vendor further agrees to cooperate fully with the above parties in the conduct of the audit or investigation, including providing all records requested. Vendor shall ensure that this clause concerning the authority to audit funds received indirectly by subcontractors through the vendor and the requirement to cooperate is included in any subcontract awarded.
- 4.7. Protests shall be governed by Texas Administrative Code Title 1, Administration, Part 5 Texas Facilities Commission, Chapter 111 Administration, Subchapter 1 Complaints and Dispute Resolution, §111.32 Protests/Dispute Resolution/Hearings.
- 4.8. Order Precedence: In the event of conflicts or inconsistencies between this contract and its attachments, such conflicts or inconsistencies shall be resolved by reference to the documents in the following order of priority: Signed Contract, Exhibits to the Contract, Request for Proposals, Attachments to the RFP, and Respondent's Response to Request for Proposal.

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ATTACHMENT A
HUB Subcontracting Plan
(Posted on the ESBD as 'Package #2')

For electronic completion (RECOMMENDED) click here:

<http://www.window.state.tx.us/procurement/prog/hub/hub-forms/>

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ATTACHMENT B
CONTRACTOR'S PROPOSAL FORM

NOTE: THIS ATTACHMENT MUST BE SIGNED AND RETURNED WITH THE PROPOSAL. PROPOSALS WHICH DO NOT INCLUDE THIS ATTACHMENT SHALL BE DISQUALIFIED. THE PROPOSAL SHALL BE DISQUALIFIED IF FALSE STATEMENTS ARE CONTAINED IN THIS ATTACHMENT.

Proposing Firm's Name: _____

Address _____

City, State, Zip: _____

Project Number:	TFC Project No. 15-021-6069
Project Title:	TCEQ Park 35 Campus Parking Lot Improvements
Using Agency:	Texas Commission on Environmental Quality
Project Location:	12100 Park 35 Circle, Austin, Texas 78753

Having carefully examined the RFP, solicitation documents, drawings and specifications for the referenced project, as well as the premises and conditions affecting the work, as prepared by A/E firm, we hereby propose to furnish all labor, materials, equipment, coordination and supervisory activities necessary to complete the work for the following amounts and times.

TCEQ Park 35 Campus Parking Lot Improvements - Base Bid					
ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL
Base Bid					
1	Remove Pavement Marking (Concrete Pavement) - Hydroblasting	16,191	LF		
2	Remove Asphalt Pavement and 4" Subgrade	4,998	SY		
3	Remove Concrete Pavement and 4" Subgrade	1,325	SY		
4	Remove Handicap Parking Sign	38	EA		
5	Remove Grate Inlets	3	EA		
6	Remove Curb and Gutter	688	LF		
7	Remove Sidewalk	3,248	SY		
8	Remove Curb Ramp	14	EA		
9	Concrete Pavement (5" Thickness)	6,323	SY		
10	Flexible Base (6" Thickness)	1,056	CY		
11	Concrete Curb and Gutter (Type II)	433	LF		
12	Concrete Wheel Stops	145	EA		
13	Concrete Sidewalk (4" Thickness)	3,183	SF		
14	Concrete Curb Ramp	10	EA		
15	Concrete Drainage Flume	4	EA		
16	4" Yellow Striping (Type II)	25,292	LF		
17	Yellow Curb Striping	4,738	LF		
18	4" Yellow Arrow Pavement Marking	2	EA		
19	Yellow/Black Stenciled Pavement Markings - Words (Type II)	162	LF		
20	Fire Lane Striping	4,793	LF		
21	Handicap Pavement Marking (White Symbol on Blue Border)(Type II)	34	EA		
22	Handicap Parking Sign	34	EA		
23	Silt Fence	16,223	LF		
BASE BID TOTAL					\$

TCEQ Park 35 Campus Parking Lot Improvements - Alternate 1 - Thermoplastic Pavement Markings					
ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL
Thermoplastic Pavement Markings					
A1-1	4" Yellow Striping (Type II)	(17,496)	LF		
A1-2	4" Yellow Striping (Thermoplastic)	17,496	LF		
A1-3	Yellow/Black Stenciled Pavement Markings - Words (Type II)	(162)	LF		
A1-4	Yellow/Black Stenciled Pavement Markings - Words (Thermoplastic)	162	LF		
A1-5	Handicap Pavement Marking (White Symbol on Blue Border)(Type II)	(34)	EA		
A1-6	Handicap Pavement Marking (White Symbol on Blue Border)(Thermoplasti	34	EA		
ALTERNATE 1 TOTAL					\$

TCEQ Park 35 Campus Parking Lot Improvements - Alternate 2 - High Early Strength Concrete					
ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL
High Early Strength Concrete					
A2-1	Concrete Pavement (5" Thickness)	(6,323)	SY		
A2-2	High Early Strength Concrete Pavement (5" Thickness)	6,323	SY		
ALTERNATE 2 TOTAL					\$

TCEQ Park 35 Campus Parking Lot Improvements - Alternate 3 - Building E Parking Lot					
ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL
Building E Parking Lot					
A3-1	Remove Asphalt Pavement and 4" Subgrade	938	SY		
A3-2	Remove Concrete Pavement and 4" Subgrade	28	SY		
A3-3	Remove Pavement Marking (Concrete Pavement) - Hydroblasting	1,692	LF		
A3-4	Remove Handicap Parking Sign	1	EA		
A3-5	Remove Curb and Gutter	66	LF		
A3-6	Concrete Pavement (5" Thickness)	965	SY		
A3-7	Flexible Base (6" Thickness)	161	CY		
A3-8	Concrete Wheel Stops	13	EA		
A3-9	Concrete Sidewalk (4" Thickness)	362	SF		
A3-10	Concrete Drainage Flume	1	EA		
A3-11	4" Yellow Striping (Type II)	1,566	LF		
A3-12	Yellow Curb Striping	97	LF		
A3-13	Fire Lane Striping	472	LF		
A3-14	Silt Fence	193	LF		
ALTERNATE 3 TOTAL					\$

TCEQ Park 35 Campus Parking Lot Improvements - Alternate 4 - Building E Parking Lot Thermoplastic Pavement Markings					
ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL
Building E Parking Lot (Thermoplastic Pavement Markings)					
A4-1	4" Yellow Striping (Type II)	(1,566)	LF		
A4-2	4" Yellow Striping (Thermoplastic)	1,566	LF		
ALTERNATE 4 TOTAL					\$

TCEQ Park 35 Campus Parking Lot Improvements - Alternate 5 - Building E Parking Lot High Early Strength Concrete					
ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL
Building E Parking Lot High Early Strength Concrete					
A5-1	Concrete Pavement (5" Thickness)	(965)	SY		
A5-2	High Early Strength Concrete Pavement (5" Thickness)	965	SY		
ALTERNATE 5 TOTAL					\$

Base Time: The respondent, by the signature of their authorized representative below, further agrees that, if awarded the contract, the work will be substantially complete in the calendar day time indicated herein following the date of a Notice to Proceed.

Base Time 120 Calendar Days

Alternate Time: The respondent, by the signature of their authorized representative, further agrees that, if awarded the contract including one of the following price alternates, the work will be substantially complete in the following additional or fewer calendar day time than the Base Time (Note: fill in only those days added to or subtracted from base time).

ALTERNATE TIME		
1. ADD Alternate 3 Building E Parking Lot Reconstruction / Time No. 1:	Calendar days	

Provided the proposal is accepted, the respondent, by their signature herein, agrees to initiate contract performance by furnishing all required insurance in accordance with the specified conditions of the contract. Should the respondent fail to complete these particulars within fifteen (15) days after receipt of the Award Notification Letter, the Owner may retain as forfeit the enclosed Certified Check, Cashier's Check or Bid Bond in the sum of not less than five percent (5%) of the total price of the proposal.

Furthermore, the respondent shall provide surety bonds in accordance with the specified conditions of the contract within ten (10) days of receipt of a fully executed contract. Should the respondent fail to complete these particulars within ten (10) days after receipt of the fully executed contract, the Owner may retain as forfeit the enclosed Certified Check, Cashier's Check or Bid Bond in the sum of not less than five percent (5%) of the total price of the proposal.

Should the respondent fail to complete the work within the contract period, including all officially approved extensions thereto, the Owner has determined liquidated damages at Three Hundred Dollars (\$300.00) per day.

All statements and information prepared and submitted in the response to this RFP are current, complete and accurate.

He/she has not given, offered to give, nor intends to give at anytime hereafter, any economic opportunity, future employment, gift, loan gratuity, special discount, trip, favor, or service to a public servant in connection with the submitted response. Failure to sign the Contractor's Proposal Form or signing it with a false statement shall void the submitted offer or any resulting contracts.

Neither the proposer or the firm, corporation, partnership, or institution represented by the proposer 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 offer made to any competitor or any other person engaged in such line of business. The respondent's signature herein assigns to the Owner any and all claims for overcharges associated with his contract for this project which arise under the Antitrust Laws of the United States, 15 USCA, Section 1, Et. Seq. (1973).

By signing this proposal, 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 TAC, Title 34, Part 1, Chapter 20.

Pursuant to TGC, Title 10, Subtitle D, Section 2155.004(a), the respondent has not received compensation for participation in the preparation of specifications for this solicitation.

Respondent is in compliance with TGC, Title 6, §669.003, relating to contracting with an executive of a state agency. If Section §669.003 applies, respondent shall provide the following information as an attachment to this response: Name of former executive; name of state agency; date of separation from state agency; position with respondent; and date of employment with respondent.

HB1295 of the 84th Legislature mandates that you must comply with the following:

TGC Section 2252.908, and new rules promulgated by the Texas Ethics Commission (“TEC”) pursuant to Section 2252.908, require a disclosure of interested parties by contractors that enter into certain types of government contracts. To comply with the law and new rules, contractors must file a Disclosure of Interested Parties Form 1295 (“Form 1295”) with the TEC and TFC

As of January 1, 2016, the TEC has made available on its website the new filing application that must be used to file Form 1295.

Go to: <https://www.ethics.state.tx.us/index.html>. Under the heading HOT TOPICS, click on “New Form 1295 Filing Application”. Information on using the new filing application is also posted on the TEC’s website as of January 1, 2016.

Questions concerning the Form 1295 may be directed to TFC Legal Services, Martin V. Blair; Martin.blair@tfc.state.tx.us

The respondent's signature herein certifies that the firm is not currently delinquent in the payment of any debt owed to the State of Texas, including but not limited to, franchise taxes and child support, and that any payments due the firm under this contract will be applied to that debt.

System for Award Management (SAM): Prior to awarding state funds for goods and/or services rendered, the State of Texas will conduct a required search of your firm using the Federal System for Award Management (SAM). This is a federal government maintained database that record and track organizations either known to or suspected of contributing to terrorist organizations. No state funds may be paid to an individual or firm whose name appears on this list. TFC reserves the right, in its sole discretion, to deny and/or exclude any individual or firm from an award whose name appears on this list.

Texas Family Code Compliance Requirement: Under TGC, Title 5, Subtitle D, Section §231.006, Family Code (relating to child support), the individual or business entity named in this solicitation is eligible to receive the specified payment and acknowledges that this contract may be terminated and payment withheld if this certification is inaccurate. Include the name(s) of each person with a minimum of twenty-five percent (25%) ownership of the business entity submitting the response below. Upon award, respondent shall provide TFC Procurement the Social Security number(s) of the individual(s) listed below.

Firm Owner(s), Partners, Sole Proprietors, or Share Holder(s)
of twenty-five percent (25%) interest or more:

Name: _____ Name: _____
Name: _____ Name: _____

(Respondent may use bottom of page if necessary.)

RESPECTFULLY SUBMITTED:

Authorized Signature: _____

Printed Name and Title: _____

Telephone: _____

Respondent's Corporate Charter No.: _____

If a Corporation, attach a corporation resolution or other official corporate documentation, which states that person signing this proposal is an authorized person to sign for and legally bind the corporation.

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ATTACHMENT C

Contractor's Qualification Form

The Contractor's Qualifications Form can be obtained electronically from the Forms Index,
<http://tfc.state.tx.us/divisions/facilities/prog/construct/formsindex>

Document #1

ATTACHMENT D

Project Manual

(Posted as 'Package #3' on the ESBD)

ATTACHMENT E

Project Drawings

(Posted as 'Package #4' on the ESBD)

ATTACHMENT F

Construction Services Contract

(Posted as 'Package #5' on the ESBD)

ATTACHMENT G

Non-Collusion Affidavit

The Non-Collusion Affidavit Form can be obtained electronically from the Forms Index,
<http://tfc.state.tx.us/divisions/facilities/prog/construct/formsindex>

Document #4

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ATTACHMENT H
RFP CHECKLIST

Checklist for RFP #303-7-00803

Title: TCEQ Park 35 Campus Parking Lot Improvements

RFP Deadline Date: 01/19/2016 @ 3:00 PM

RFP Opening Date, Attachment A, HUB Subcontracting Plan Due Date: 01/20/2016 @ 3:00 PM

Vendor Name and Address:

Contact: _____
Texas Taxpayer VIN#: _____
Office Phone: _____
Mobile Phone: _____
Email: _____

Attended Pre-proposal conference: ____

PROPOSAL:

1. Submit one (1) original of the following:

- Attachment B, Contractor's Proposal Form _____
- Bid Bond _____
- Acknowledge Addenda _____
- Attachment G, Non-Collusion Affidavit _____
- Litigation History _____

2. Submit one (1) original and three (3) copies: ____

- Company Information _____
- Attachment C, Contractor's Qualification Form _____
- Budget Compliance Form _____
- Schedule Compliance Form _____
- Experience & Qualifications _____
- Methodology _____
- Quality Program & Safety Program _____

3. Submit one (1) PDF copy on a CD or USB flash memory drive: _____

HUB SUBCONTRACTING PLAN SUBMITTAL:

- Attachment A, HUB Subcontracting Plan _____