

**REQUEST FOR QUALIFICATIONS  
FOR  
ARCHITECT/ENGINEER  
PROFESSIONAL SERVICES**

**FOR  
TEXAS STATE UNIVERSITY  
SAN MARCOS, TEXAS**

**DHRL BLANCO HALL RENOVATIONS**

***RFQ No.:***

**758-17-09066**

***Submission Date:***

**February 9, 2017 - 2:00 p.m. (C.S.T.)**

**Prepared By:**

Peter E. Graves, Vice Chancellor for Contract Administration  
Texas State University System  
Thomas Rusk Building, Suite 600  
208 East 10<sup>th</sup> Street  
Austin, TX 78701-2407 - 512-463-1808  
[peter.graves@tsus.edu](mailto:peter.graves@tsus.edu)

**TABLE OF CONTENTS**

<p><b>Section 1 - General Information &amp; Requirements</b></p> <p>1.1 General Information</p> <p>1.2 Public Information</p> <p>1.3 Type of Contract</p> <p>1.4 Clarifications and Interpretations</p> <p>1.5 Submission of Qualifications</p> <p>1.6 Point-Of-Contact</p> <p>1.7 Evaluation of Qualifications</p> <p>1.8 Owner’s Reservation of Rights</p> <p>1.9 Acceptance of Evaluation Methodology</p> <p>1.10 No Reimbursement for Costs</p> <p>1.11 Pre-Proposal Conference</p> <p>1.12 Eligible Respondents</p> <p>1.13 Historically Underutilized Businesses’ Submittal Requirements</p> <p>1.14 Certain Proposals and Contracts Prohibited</p> <p>1.15 Sales and Use Taxes</p> <p>1.16 Delinquency in Paying Child Support</p> <p>1.17 State Registration of Engineering Firms</p> <p>1.18 State Registration of Architectural Firms</p> <p>1.19 Parking and Sanitary Facilities</p> <p><b>Section 2 - Executive Summary</b></p> <p>2.1 Historical Background</p> <p>2.2 Mission Statement</p> <p>2.3 Project Description, Scope and Budget</p> <p>2.4 Facilities Program</p> <p>2.5 Project Planning Schedule</p> <p><b>Section 3 - Requirements for Statement of Qualifications</b></p> <p>3.1 Respondent’s Statement of Qualifications and Availability to Undertake the Project</p> <p>3.2 Prime Firm’s Ability to Provide Services</p>	<p>3.3 Project Team’s Ability to Provide Design and Construction Administration Services</p> <p>3.4 Respondent’s Performance on Past Representative Projects</p> <p>3.5 Respondent’s Knowledge of Best Practices</p> <p>3.6 Respondent’s Ability to Identify and Resolve Problems on Past Projects</p> <p>3.7 Respondent’s Understanding Of And Experience With Building Information Modeling (BIM)</p> <p>3.8 Execution of Offer</p> <p><b>Section 4 - Format for Statement of Qualifications</b></p> <p>4.1 General Instructions</p> <p>4.2 Page Size, Binding, Dividers, and Tabs</p> <p>4.3 Table of Contents</p> <p>4.4 Pagination</p>
--	---

**REQUEST FOR QUALIFICATIONS FOR  
ARCHITECT/ENGINEER PROFESSIONAL SERVICES  
TEXAS STATE UNIVERSITY  
SAN MARCOS, TEXAS  
DHRL BLANCO HALL RENOVATIONS  
RFQ No.: 758-17-09066**

**SECTION 1 – GENERAL INFORMATION & REQUIREMENTS**

- 1.1 **GENERAL INFORMATION:** The Texas State University System (“Owner”) and Texas State University are soliciting Statements of Qualifications for selection of an Architect/Engineer (A/E) firm for design of the **DHRL Blanco Hall Renovations** project (“Project”) on the Texas State University in San Marcos, Texas campus, in accordance with the terms, conditions, and requirements set forth in this Request for Qualifications (RFQ).
- 1.1.1 Collecting Statements of Qualifications in response to this RFQ is the first step in selecting an A/E firm. This RFQ provides the information necessary for respondents to prepare and submit Statements of Qualifications for consideration and initial ranking by the Owner. In the next step the Owner will determine an initial ranking of the respondents. If the initial ranking of the respondents is reasonably conclusive, the Owner may make a “most qualified” selection based upon the written Qualifications only. If not, then the Owner may conduct interviews with a “short list” of respondents.
- 1.1.2 The Owner may select up to five (5) of the top ranked qualified respondents to participate in an interview with the Owner to confirm and clarify the qualifications submitted and to answer additional questions. The Owner will then rank the interviewed respondents in order to determine a single most qualified respondent.
- 1.1.3 After selecting the most qualified respondent the Owner will negotiate the detailed professional services to be provided by the A/E and a suitable fee for those services. The Owner will request a fee proposal from the most qualified respondent, with supporting information demonstrating that the requested fee is justified by the level of effort (and related personnel costs) required to provide the services necessary for the design of the Project. Potential respondents should be aware that, except in unusual cases, the Owner does not consider billable time incurred while traveling to and from the Project site, Owner’s offices, or Board of Regents meetings as necessary to the completion of the Project. Potential respondents whose offices are located such that such time-consuming travel will be regularly required in the performance of services for the Project should consider this policy when deciding whether or not to submit their qualifications.
- 1.2 **PUBLIC INFORMATION:** All information, documentation, and other materials submitted in response to this solicitation are considered non-confidential and/or non-proprietary and are subject to public disclosure under the Texas Public Information Act (*Texas Government Code*, Chapter 552.001, *et seq.*) after the solicitation is completed. The Owner strictly complies with all statutes, court decisions, and opinions of the Texas Attorney General with respect to disclosure of RFQ information. Additionally, if required pursuant to the provisions of Senate Bill 20 (79<sup>th</sup> Legislature 2015), the contract resulting from this solicitation will be posted on the Owner’s website.
- 1.3 **TYPE OF CONTRACT:** Any contract resulting from this solicitation will be in the form of the Owner’s Standard Architect/Engineer Agreement, a copy of which will be provided to all firms

selected for interviews or, in the case where no interviews are conducted, to the selected most qualified respondent.

- 1.4 **CLARIFICATIONS AND INTERPRETATIONS:** Any clarifications or interpretations of this RFQ that materially affect or change its requirements will be posted by the Owner as an addendum on all media channels where it was initially advertised. It is the responsibility of all respondents to obtain this information in a timely manner. All such addenda issued by the Owner before the proposals are due, are considered to be part of the RFQ, and respondents shall acknowledge receipt of each addendum in its Qualifications. Respondents shall consider only those clarifications and interpretations that the Owner issues by addenda five (5) days prior to the submittal deadline (see Section 2.5 for date). Interpretations or clarifications in any other form, including oral statements, will not be binding on the Owner and should not be relied on in preparing Qualifications.

1.4.1 **ADDENDA AND AWARD INFORMATION WILL BE ISSUED BY THE TEXAS STATE UNIVERSITY SYSTEM FOR THIS RFQ VIA THE ELECTRONIC BUSINESS DAILY WEBSITE AT: [HTTP://ESBD.CPA.STATE.TX.US](http://ESBD.CPA.STATE.TX.US). REFERENCE THE RFP NUMBER PROVIDED IN THIS RFQ.**

1.5 **SUBMISSION OF QUALIFICATIONS:**

1.5.1 Qualifications must be received **at the address specified** prior to the deadline; please note that overnight deliveries such as FedEx and UPS arrive at a central campus location but are not usually delivered to the specified location until after the time deadline, and respondents are advised to use other methods of delivery or, if using an overnight delivery service, to send the responses a day earlier than usual. The Owner will not consider any response to this solicitation that is not received at the address specified by the deadline, regardless of whether it has been received by the University.

1.5.2 **DEADLINE AND LOCATION:** The Owner will receive Qualifications and HSP Plans for RFQ No. 758-17-09066 at the time and location described below.

**February 9, 2016 - 2:00 pm (C.S.T.)**

Ms. Bonnie Corkran, Buyer III  
Texas State University  
151-2 E. Sessom, Physical Plant Building, Suite 104  
San Marcos, TX 78666  
Phone Contact (for directions if needed): (512) 245-2202

- 1.5.3 Submit (2) electronic versions of the complete Qualification Package on CD or flash drive format.
- 1.5.4 Submit (7) seven identical copies of the Qualifications. An original signature must be included on the Respondent's "Execution of Offer" document submitted with each copy.
- 1.5.5 Submit (3) three identical copies of the HUB Subcontracting Plan (HSP) as a separate attachment from the Qualifications.
- 1.5.6 Qualifications and HSP materials received after the deadline in 1.5.2 will be returned to the respondent unopened.

- 1.5.7 The Owner will not acknowledge or consider Qualifications that are delivered by telephone, facsimile (fax), or electronic mail (e-mail).
- 1.5.8 Properly submitted Qualifications will not be returned to respondents.
- 1.5.9 Qualification, financial statements (see Section 3.2.2) and HSP materials must be enclosed in a sealed envelope (box or container) addressed to the Point-of-Contact person; the package must clearly identify the submittal deadline, the RFQ number, and the name, return address and email address of the respondent contact on all envelopes.
- 1.6 POINT-OF-CONTACT: The Owner designates the following person as its representative and Point-of-Contact for this RFQ. Respondents shall restrict all contact with the Owner and direct all questions regarding this RFQ, including questions regarding terms and conditions and technical specifications, to the Point-of-Contact person by email only.
- Ms. Bonnie Corkran, Buyer III  
Texas State University  
151-2 E. Sessom, Physical Plant Building, Suite 104  
San Marcos, TX 78666  
Email: y\_c55@txstate.edu
- 1.7 EVALUATION OF QUALIFICATIONS: The evaluation of the Qualifications shall be based on the requirements described in this RFQ. All properly submitted Qualifications will be reviewed, evaluated, and ranked by a Selection Committee appointed by the President of Texas State University. Typically, that committee will include both future users of the facilities developed by the Project and facilities professionals, as well as representation from the TSUS System Office. The top five or fewer ranked respondents may be selected by the Owner for further consideration by participating in an interview wherein qualifications will be presented and examined in further detail and where questions will be posed by the Selection Committee and answered by the respondent.
- 1.7.1 Qualifications submittals should not include any information regarding respondent's proposed fees, pricing, or other compensation considerations as these will not be a factor in the selection of the most qualified firm.
- 1.8 OWNER'S RESERVATION OF RIGHTS: The Owner may evaluate the Qualifications based on the anticipated completion of all or any portion of the Project. The Owner reserves the right to divide the Project into multiple parts, to reject any and all Qualifications and re-solicit for new Qualifications, or to reject any and all submissions and temporarily or permanently abandon the Project. Owner makes no representations, written or oral, that it will enter into any form of agreement with any respondent to this RFQ for any project and no such representation is intended or should be construed by the issuance of this RFQ.
- 1.9 ACCEPTANCE OF EVALUATION METHODOLOGY: By submitting its Qualifications in response to this RFQ, respondent accepts the evaluation process and acknowledges and accepts that determination of the "most qualified" firm(s) will require subjective judgments by the Owner.
- 1.10 NO REIMBURSEMENT FOR COSTS: Respondent acknowledges and accepts that any costs incurred from the respondent's participation in this RFQ shall be at the sole risk and responsibility of the respondent.

- 1.11 **OPTIONAL PRE-PROPOSAL CONFERENCE:** An **optional** pre-proposal conference is scheduled for:

**January 19, 2017 - 2:00 p.m. (C.S.T) at:**

Texas State University  
Department of Housing and Residential Life Administration Building  
545 N. Comanche Street, Suite 312  
San Marcos, TX 78666

- Fee Parking available in the LBJ Student Center Parking Garage located at 704 Gaillardia Street. A map to the parking garage is provided in the following link:  
[http://gato-docs.its.txstate.edu/jcr:7861f6f9-e896-4bef-a950-b081b157c08d/DHRL\\_RFQ\\_Map.pdf](http://gato-docs.its.txstate.edu/jcr:7861f6f9-e896-4bef-a950-b081b157c08d/DHRL_RFQ_Map.pdf)
- A map of the Pre-Proposal Conference location is provided in the following link:  
[http://gato-docs.its.txstate.edu/jcr:4f3eb31a-fda1-4e55-ab2f-b84c0ebefbb7/DHRL\\_Sub\\_Map.pdf](http://gato-docs.its.txstate.edu/jcr:4f3eb31a-fda1-4e55-ab2f-b84c0ebefbb7/DHRL_Sub_Map.pdf)

- 1.12 **ELIGIBLE RESPONDENTS:** Only individual firms or lawfully formed business organizations may apply (This does not preclude a respondent from using consultants.) The Owner will contract only with the individual firm or formal organization that submits a Qualification.
- 1.13 **HISTORICALLY UNDERUTILIZED BUSINESSES' SUBMITTAL REQUIREMENTS:** It is the policy of TSUS and each of its component institutions, to promote and encourage contracting and subcontracting opportunities for Historically Underutilized Businesses (HUB) in all contracts. Refer to the Texas State Comptrollers website at:  
<http://www.cpa.state.tx.us/procurement/prog/hub/hub-subcontracting-plan/>  
Accordingly, specific plans and representations by respondents that appear to facilitate the State's commitment to supporting HUB enterprises will be favorably considered in the selection process. Failure to submit specific plans and representations regarding HUB utilization, or failure to address the subject at all, will be interpreted by the Selection Committee as an intention not to support the program.
- 1.14 **CERTAIN PROPOSALS AND CONTRACTS PROHIBITED:** Under Section 2155.004, Texas Government Code, a state agency may not accept a proposal or award a contract that includes proposed financial participation by a person who received compensation from the agency to participate in preparing the specifications or request for proposals on which the proposal or contract is based. All vendors must certify their eligibility by acknowledging the following statement, "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." If a state agency determines that an individual or business entity holding a state contract was ineligible to have the contract accepted or awarded as described above, the state agency may immediately terminate the contract without further obligation to the vendor. This section does not create a cause of action to contest a proposal or award of a state contract.
- 1.15 **SALES AND USE TAXES:** Section 151.311, Tax Code, as amended effective October 1, 1993, permits the purchase free of state sales and use taxes of tangible personal property to be incorporated into realty in the performance of a contract for an improvement to realty for certain exempt entities that include TSUS. The section further permits the purchase tax-free of tangible personal property (other than machinery or equipment and its accessories and repair and replacement parts) for use in the performance of such a contract if the property is "necessary and essential for the performance of the contract" and "completely consumed at the job site." In addition, the section permits the purchase tax-free of a tangible service for use in the performance of such a contract if the service is performed at the job site and if "the contract expressly requires

the specific service to be provided or purchased by the person performing the contract" or "the service is integral to the performance of the contract."

- 1.16 **DELINQUENCY IN PAYING CHILD SUPPORT:** 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.
- 1.17 **STATE REGISTRATION OF ENGINEERING FIRMS:** Respondents are advised that the Texas Board of Professional Engineers requires that any entity providing engineering services to the public must register with the Texas Board of Professional Engineers. An entity is defined as a sole proprietorship, firm, partnership, corporation or joint stock association.
- 1.18 **STATE REGISTRATION OF ARCHITECTURAL FIRMS:** Respondents are advised that the Texas Board of Architectural Examiners requires that any entity (including architects, landscape architects and interior designers) providing architectural services (including architects, landscape architects and interior designers) to the public must register with the Texas Board of Architectural Examiners. An entity is defined as a sole proprietorship, firm, partnership, corporation or joint stock association.
- 1.19 **PARKING AND SANITARY FACILITIES:** All individuals including contractors, subcontractors, service providers and vendors operating a vehicle on property owned and operated by Texas State University shall comply with the Traffic and Parking Regulation for the University. All vehicles parked on University property must obtain and display a valid parking permit paid for and purchased at their own expense. Contractors shall make every effort to carpool when possible.
- 1.19.1 Parking at the University is by permit only. The Bidder selected for award will be responsible for obtaining and paying for contractor parking passes from the parking and transportation department for all vehicles that will be parking on University premises. Individuals will park only in those areas designated on site for contractor use.
- 1.19.2 Contractor will provide temporary sanitary facilities on site.

## **SECTION 2 – EXECUTIVE SUMMARY**

- 2.1 **HISTORICAL BACKGROUND:** In 1885, an 11-acre plot of land was purchased by the city of San Marcos to organize a Chautauqua. For approximately ten years the Chautauqua was an important educational force, offering education and entertainment to those attending. At the same time that the Chautauqua was faltering in the 1890s, the State of Texas saw an increasing need for a Normal School to help solve the shortage of public school teachers. In 1899 the State Legislature authorized the establishment of a Normal School in San Marcos if the citizens would furnish the land. The City of San Marcos donated 11-acres, known as Chautauqua Hill, to the State of Texas to serve as the site for the proposed Normal School. In 1901, the Legislature accepted the gift of land and appropriated funds for the creation of the Normal. Work on the Main Building began in 1902, and in the fall of 1903 the Southwest Texas State Normal School opened with 17 faculty members and 303 students.

Over the years the Texas Legislature broadened the institution's scope and changed its name successively to Southwest Texas State Normal College (1918), Southwest Texas State Teacher's College (1923), Southwest Texas State College (1959), and Southwest Texas State University

(1969). As the University evolved, it saw itself becoming more than a regional university and the name was changed to Texas State University-San Marcos (2003). Finally, the name was changed to eliminate the city reference and the institution became Texas State University (2013). The University changed from offering only teaching certificates in 1903 to a prominent institution by 2013 offering 97 undergraduates, 88 masters and 12 doctoral degree programs. While teacher preparation remains an important responsibility, the scope of the university programs has greatly expanded its prestige, prominence and recognition. The student population has now exceeded 36,750 making it the fourth largest university in the State of Texas. The original San Marcos core campus has grown from 11 acres to 457 acres. The university also includes 5038 additional acres of farm, ranch, residential and recreational areas and 101 acres at the Round Rock Campus.

In January 2012, the Texas Higher Education Coordinating Board (THECB) reclassified Texas State University as an Emerging Research University. In light of its new classification, the university developed a long-term research strategic plan for achieving recognition as a National Research University. Texas State remains deeply committed to undergraduate student success, even as the university broadens its mission to include doctoral programs and an expanded research agenda.

- 2.2 **MISSION STATEMENT:** Texas State University is a public, student-centered, doctoral granting institution dedicated to excellence in serving the education needs of the diverse population of Texas and the world beyond.
- 2.3 **DESCRIPTION, SCOPE AND BUDGET:** Blanco Residence Hall is located on the western edge of the Texas State University campus in San Marcos, Texas. Blanco Hall is a “modified traditional” dormitory with double and triple occupancy dwelling rooms with a bathroom in each room. This residence hall is approximately 200,000 sq. ft., currently accommodates 715 residents and was originally constructed in 1985 to hold 595 college students. This building is built on a hillside site, with three full floors above grade on the east side of the building and two partial floors below, on the west. The student rooms are of modular construction. This allowed the original construction to be completed more quickly than conventional construction methods, but it also creates some challenges for future renovations of the building.

The majority of the mechanical, electrical, and plumbing systems serving this building consist of the original components installed in 1985. The systems generally operate to minimally acceptable levels, but many components have reached the end of, or have exceeded, their expected service life. The replacement of much of the MEP equipment in this building is recommended to avoid major repairs and increasing maintenance expenses in the future. Furthermore, we believe that the replacement of HVAC equipment, controls, and lighting systems will result in significant energy savings.

Blanco Hall is made up of three wings which can be isolated from each other. However, the isolation is dependent upon adding isolation valves to allow the project to be completed in three phases. The proposed project assumes closure and renovation of one wing at a time while the other two wings remain occupied. The A/E and CM@R will assist the owner in determining the best schedule for the phases. The project assumes a two-year schedule for actual renovation work to be completed. The following items are proposed for inclusion in the scope of the DHRL Blanco Hall Renovations project:

1. Relocate electrical panels out of pipe chases to Electrical Rooms near the south lobby at each floor– The current location of electrical breaker panels is hazardous and blocks access to plumbing.



2. Replace all hydronic fan coil units serving student rooms. Recommend the installation of 4-pipe fan coil units.
3. Install fan coil units to condition all corridors.
4. Provide chilled water cooling and hot water heating coils at each room.
5. Provide new DDC Building Automation and Control System. Student room fan coil units shall be operated by local thermostats.
6. Investigate bottoms of pipe chases to determine if any need sealing as part of the project.
7. Air balancing of system.
8. Replace all water closets, lavatories, shower fixtures and controls in student restrooms. Create TAS-compliant number of student rooms and accompanying bathrooms.
9. Address security issues at all exterior entrance points and throughout the building. New entry doors will be installed as part of the project.
10. Add fire suppression system and upgrade alarm system.
11. Identify space to house fire pump and fire sprinkler riser assembly.
12. Identify needed ADA/TAS modifications throughout the building
13. Although the building was constructed in the 1980s, some abatement will be needed. A report of abatement findings is available from Texas State University FPDC.
14. Remove, store and re-install WiFi equipment throughout the building.
15. Staff apartment improvements to include replacement of kitchen millwork and fixtures, bathroom fixtures.
16. Renovate public restrooms to be in full compliance with ADA/TAS criteria.

Scope Alternates Include:

1. Modify windows to be non-operable.
2. Provide division between the lobby/lounge spaces on the third floor and the student rooms.
3. Install corridor walls and doors to create study spaces in current lobby spaces.
4. Renovate public kitchens; include TAS/ADA-compliant cabinets, fixtures and equipment
5. Lobby remodeling/reconfiguration to include front reception desk and staff offices. The lobby should present a sense of arrival that is apparent and welcoming.

**Total Construction Cost Limitation for the project is \$18,400,000.**

2.4 FACILITY PROGRAM: The Program of Requirements for the DHRL Blanco Hall Renovations, dated April 2016, will be available to the firms selected for an interview

2.5 PROJECT PLANNING SCHEDULE: Key Project planning schedule milestones are:

2.5.1	Optional Pre-Submittal Meeting .....	01-19-2017
2.5.2	RFQ Submittal Questions Deadline (12:00 p.m.) .....	01-25-2017
2.5.3	Owner receives Request for Qualifications .....	02-09-2017
2.5.4	Owner announces "short list" of firms selected for interviews (if required) .....	02-20-2017
2.5.5	Owner selects most qualified respondent .....	03-02-2017
2.5.6	Owner negotiates fee and executes Agreement .....	04-10-2017
2.5.7	Owner selects Construction Manager at Risk .....	04-10-2017
2.5.8	NTP is issued and Pre-Construction begins .....	04-12-2017
2.5.9	Blended Schematic Design/Design Development begins .....	04-14-2017
2.5.10	A/E completes Design Development Binder for BOR .....	07-24-2017
2.5.11	Board of Regents Approval of DDs .....	08-17-2017
2.5.12	A/E completes Design .....	08-23-2017
2.5.13	Application filed with THECB .....	09-22-2017
2.5.14	Owner Approves GMP .....	10-18-2017
2.5.15	NTP is issued and Construction begins .....	10-19-2017

2.5.16	A/E completes Construction Documents .....	03-08-2018
2.5.17	Owner accepts Substantial Completion of Construction .....	07-01-2019
2.5.18	Occupancy .....	07-24-2019
2.5.19	Final Completion .....	08-12-2019

The schedule of events presented above represent a basic timeline for the project. A final project timeline will be developed with the Owner at a later time. The Owner can be expected to work with the A/E and the CM@R to validate and improve on this initial schedule.

### **SECTION 3 – REQUIREMENTS FOR STATEMENT OF QUALIFICATIONS**

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

3.1 **CRITERION ONE: RESPONDENT’S STATEMENT OF QUALIFICATIONS AND AVAILABILITY TO UNDERTAKE THE PROJECT** (Maximum of two (2) printed pages per question)

- 3.1.1 Provide a statement of interest for the project including a narrative describing the Prime Firm’s and Project Team’s unique qualifications as they pertain to this particular project.
- 3.1.2 Provide a statement on the availability and commitment of the Prime Firm and its principal(s) and assigned professionals, including all consultants to undertake the project.
- 3.1.3 Provide a brief history of the Prime Firm and each consultant proposed for the project.
- 3.1.4 Provide a graphic representation of the project team, identifying the Prime Firm and each consultant proposed for the project. The graphic representation shall depict current workloads and commitments for other projects for the prime and its consultants as well as the time resource and commitment for the prime and its consultants for this project for the time line noted in Section 2.5.

3.2 **CRITERION TWO: PRIME FIRM’S ABILITY TO PROVIDE SERVICES**

- 3.2.1 Provide the following information for the Prime Firm:
  - Legal name of the company as registered with the Secretary State of Texas
  - Address of the office that will be providing services
  - Number of years in business
  - Type of Operation (Individual, Partnership, Corporation, Joint Venture, etc...)
  - Number of Employees by skill group
  - Annual revenue totals for the past ten (10) years
- 3.2.2 Provide the three (3) most recent audited financial statements documenting your firm’s financial stability. If audited statements are not available, so state and provide recent financial statements with a cover letter from your CPA. Provide this information in a separate sealed envelope marked “Confidential Financial Information.”
  - 3.2.2.1 This will not be counted as part of the 50-page limit referenced in Section 4.1.2. Do not include this information in the electronic file submission.

- 3.2.3 Is your company currently for sale or involved in any transaction to expand or to become acquired by another business entity? If yes, please explain the impact both in organizational and directional terms.
- 3.2.4 Provide any details of all past or pending litigation or claims filed against your company that would affect your company's performance under a Contract with the Owner.
- 3.2.5 Is your company 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.
- 3.2.6 Does any family, business or financial relationship exist between your firm and any Owner employee, officer or Regent? If so, please explain.
- 3.2.7 Provide a claims history under professional malpractice insurance for the past five (5) years for the Prime Firm and any team members proposed to provide professional architectural or engineering services.

3.3 CRITERION THREE: PROJECT TEAM'S ABILITY TO PROVIDE DESIGN AND CONSTRUCTION ADMINISTRATION SERVICES

- 3.3.1 Describe, in graphic and written form, the proposed project assignments and lines of authority and communication for principals and key professional members of each consultant that will be involved in the project. Indicate the estimated percent of time these individuals will be involved in the project for design and construction.
- 3.3.2 Provide resumes giving the experience and expertise of the professional members for each consultant that will be involved in the project, including their experience with similar projects, the number of years with the firm, and their city of residence.
- 3.3.3 Clearly identify the members of the proposed team who worked on the listed projects in Criterion 3.4, and describe their roles in those projects.
- 3.3.4 Describe the basis for the selection of the proposed sub-consultants included in the design team and the role each will play for this project.
- 3.3.5 Describe the Prime Firm's process in working with consultants and integrating them into the design process.
- 3.3.6 Describe how the Prime Firm and consultants will provide services during the construction administration process.
- 3.3.7 Identify the Prime Firm's past experience with the proposed consultants in the past five years.
- 3.3.8 Provide representative projects of the proposed consultants in Higher Education CM@R delivery method and how they will be beneficial to the delivery of this project.
- 3.3.9 Identify the Prime Firm's past experience with the proposed consultants in the past five years.

3.4 CRITERION FOUR: RESPONDENT'S PERFORMANCE ON PAST REPRESENTATIVE PROJECTS

3.4.1 List a maximum of five (5) projects for which you have provided services that are most directly related to this 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, contract delivery method, and description
- Color images (photographic or machine reproductions)
- Final Construction Cost, including Change Orders
- Final project size in gross square feet
- Type of construction (new, renovation, or expansion)
- Actual start and finish dates for design
- Planned versus actual dates for Schematic Design, Design Development and 95% Construction Documents. Provide an explanatory justification for any slippage of dates exceeding 15 days between planned and actual for each milestone.
- Actual Notice To Proceed and Substantial Completion dates for construction
- Description of professional services Prime Firm provided for the project
- Name of Project Manager (individual responsible to the Owner for the overall success of the project)
- 
- Name of Project Architect (individual responsible for coordinating the day to day work)
- Name of Project Designer (individual responsible for design concepts)
- Consultants
- Name of Project Manager for each Consultant.

References (for each project listed above, identify the following):

- The Owner's name and representative who served as the day-to-day liaison during the design and construction phases of the project, including telephone number
- Contractor's name and representative who served as the day-to-day liaison during the Preconstruction and/or construction phase of the project, including telephone number
- Length of business relationship with the Owner.

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

3.5 CRITERION FIVE: RESPONDENT'S KNOWLEDGE OF BEST PRACTICES

3.5.1 Describe the Prime Firm's design philosophy, design methodology, and its process for integrating institutional standards into design.

3.5.2 Describe the Prime Firm's quality assurance program explaining the method used and how the firm maintains quality control during the development of Construction Documents and quality assurance during the Construction phase of a project. Provide specific examples of how these techniques or procedures were used for any combination of three (3) projects listed in response to Criterion 3.4.

- 3.5.3 Describe your project team's demonstrated technical competence and management qualifications with institutional projects, particularly those for higher education.
  - 3.5.4 Describe your firm's experience working with the Construction Manager-at-Risk project delivery method. Discuss your method of working with the contractor as a team member to deliver a Guaranteed Maximum Price and to maintain the GMP throughout the design and construction process.
  - 3.5.5 Describe your cost estimating methods for the design and construction phases. How do you develop cost estimates and how often are they updated? For any combination of three (3) projects listed in response to Criteria 3.4, provide examples of how these techniques were used and what degree of accuracy was achieved.
  - 3.5.6 Describe the way in which your firm develops and maintains work schedules to coordinate with the Owner's project schedule. For any combination of three (3) projects listed in response to Criterion 3.4, provide examples of how these techniques were used.
  - 3.5.7 Describe the project team's experience in managing the impact of MEP systems on occupied/renovation buildings.
  - 3.5.8 Describe the project team's approach to assuring timely completion of this project, including methods you will use for schedule recovery if necessary.
- 3.6 CRITERION SIX: RESPONDENT'S ABILITY TO IDENTIFY AND RESOLVE PROBLEMS ON PAST PROJECTS
- 3.6.1 What do you perceive as the critical issues for this project?
  - 3.6.2 Understanding schedule limitations, provide an analysis of the Owner's project planning schedule and describe how you plan to develop and communicate design, scope, and budget options in a manner that will help the Owner make timely and informed decisions.
  - 3.6.3 Describe the the project team's experience with renovation projects in occupied facilities.
  - 3.6.4 Provide examples of how the Respondent has creatively incorporated mechanical, electrical, and plumbing solutions in similar structures.
- 3.7 CRITERION SEVEN: RESPONDENT'S UNDERSTANDING OF AND EXPERIENCE WITH BUILDING INFORMATION MODELING (BIM)
- 3.7.1 Describe your Project Team's experience managing and facilitating BIM use on projects, especially similar projects and especially involving CM@R delivery method.
  - 3.7.2 Show BIM experience on the resumes of your Team members.
    - 3.7.2.1 Identify any BIM Consultants and describe their roles and Project-related experience. Provide a list of projects where consultants previously worked with Respondent in roles similar to what is currently being proposed.
    - 3.7.2.2 Provide the skills and qualifications of your BIM Manager and BIM team.

3.7.3 Describe any BIM-based efficiencies the team has provided on past projects that align with the Owner's interest in energy savings, cost and schedule. Evaluators will be particularly looking for support for the following services (You need not specifically address these item by item. Describe what you perceive as critical BIM issues and opportunities for this project and highlight items you think address these.):

- a. Pre-construction Services
- b. Design management and coordination
- c. Design assistance
- d. Fabrication modeling for streamlining the submittal process
- e. Design review and quality assurance
- f. BIM-based analysis
- g. BIM-based estimating
- h. Owner decision support
- i. Construction scheduling
- j. Constructability modeling
- k. Construction coordination
- l. COBIA and commissioning data
- m. Any additional BIM capabilities and experiences that could help this project

3.7.4 Describe how you can use BIM on this Project to:

- a. Support better cost control assurance targeting a contractual Construction Cost Limitation (Target Guaranteed Maximum Price).
- b. Reduce buy-out cost risks while tightening CM Risk Contingencies needed within a Guaranteed Maximum Price.

### 3.8 CRITERION EIGHT: EXECUTION OF OFFER

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, AND THE RESPONDENT MAY BE REMOVED FROM ALL PROPOSER LISTS. 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.

3.8.1 By signature hereon, Respondent acknowledges and agrees that (1) this RFQ is a solicitation for Qualifications and is not a contract or an offer to contract; (2) the submission of Qualifications by Respondent in response to this RFQ will not create a contract between the Owner and Respondent; (3) the Owner has made no representation or warranty, written or oral, that one or more contracts with the Owner will be awarded under this RFQ; and (4) Respondent shall bear, as its sole risk and responsibility, any cost which arises from Respondent's preparation of a response to this RFQ.

- 3.8.2 By signature hereon, Respondent offers and agrees to furnish to the Owner the products and/or services more particularly described in its Qualifications, and to comply with all terms, conditions and requirements set forth in the RFQ documents and contained herein.
- 3.8.3 By signature hereon, Respondent affirms that he 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 Qualifications.
- 3.8.4 By signature hereon, Respondent that is a “taxable entity” under Section 171.0002 of the Texas Code certifies that it is not currently delinquent in the payment of any Franchise Taxes due under Chapter 171, Texas Tax Code.
- 3.8.5 By signature hereon, the Respondent hereby certifies that neither the Respondent nor the firm, corporation, partnership or Owner represented by the Respondent, nor 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 Qualifications made to any competitor or any other person engaged in such line of business.
- 3.8.6 By signature hereon, Respondent represents and warrants that:
- 3.8.6.1 Respondent is a reputable company regularly engaged in providing products and/or services necessary to meet the terms, conditions and requirements of the RFQ;
  - 3.8.6.2 Respondent has the necessary experience, knowledge, abilities, skills, and resources to satisfactorily perform the terms, conditions and requirements of the RFQ;
  - 3.8.6.3 Respondent is aware of, is fully informed about, and is in full compliance with all applicable federal, state and local laws, rules, regulations and ordinances;
  - 3.8.6.4 Respondent, if selected by the Owner, will maintain insurance as required by the Contract;
  - 3.8.6.5 All statements, information and representations prepared and submitted in response to this RFQ are current, complete, true and accurate. Respondent acknowledges that the Owner will rely on such statements, information and representations in selecting the successful Respondent. If selected by the Owner as the successful Respondent, Respondent will notify the Owner immediately of any material change in any matters with regard to which Respondent has made a statement or representation or provided information.
- 3.8.7 By signature hereon, Respondent certifies that the individual signing this document and the documents made part of the RFQ is authorized to sign such documents on behalf of the company and to bind the company under any agreements or other contractual arrangements, which may result from the submission of Respondent’s Qualifications.
- 3.8.8 By signature hereon, Respondent certifies that if a Texas address is shown as the address of the Respondent, Respondent qualifies as a Texas Bidder as defined in Rule 34 TAC 20.32 (68).
- 3.8.9 By signature hereon, Respondent certifies as follows:

- 3.8.9.1 “Under Section 231.006, *Texas 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.”
- 3.8.9.2 “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.”
- 3.8.9.3 “Under Section 2254.004, *Texas Government Code*, the vendor or applicant certifies that each individual or business entity which is an engineer or architect proposed by Respondent as a member of its team was selected based on demonstrated competence and qualifications only.”
- 3.8.10 By signature hereon, Respondent certifies that no relationship, whether by relative, business associate, capital funding agreement or by any other such kinship exist between Respondent and an employee of any TSUS component, or Respondent has not been an employee of any TSUS component within the immediate twelve (12) months prior to your RFQ response. All such disclosures will be subject to administrative review and approval prior to the Owner entering into any contract with Respondent.
- 3.8.11 By signature hereon, Respondent affirms that no compensation has been received for participation in the preparation of the specifications for this RFQ. (ref. Section 2155.004 Texas Government Code).
- 3.8.12 By signature hereon, Respondent agrees that any payments that may become due under any agreements or other contractual arrangements, which may result from the submission of Respondent’s Qualifications, will be applied towards any debt including, but not limited to, delinquent taxes and child support that is owed to the State of Texas.
- 3.8.13 By signature hereon, Respondent certifies that no member of the Board of Regents of the TSUS, or the Executive Officers of the TSUS or its component institutions, has a financial interest, directly or indirectly, in the transaction that is the subject of the contract, and that no member of the TSUS Board of Regents has a “substantial interest” (as that term is defined in Section 51.923 of the Texas Education Code) in the Respondent.



**3.8.14 Execution of Offer: RFQ No. 758-17-09066 – RFQ for Architect/Engineer Professional Services: DHRL Blanco Hall Renovations for Texas State University**

The Respondent must complete, sign and return this Execution of Offer as part of its submittal response. The Respondent's company official(s) who are authorized to commit to such a submittal must sign submittals. Failure to sign and return this form will subject the submittal to disqualification.

Respondent's Name: \_\_\_\_\_  
(Company Name)

Respondent's State of Texas Tax Account No: \_\_\_\_\_  
(This 11 digit number is mandatory)

If a Corporation:

Respondent's State of Incorporation: \_\_\_\_\_

Respondent's Charter No: \_\_\_\_\_

Identify by name, each person who owns at least 10% of the Respondent's business entity:

\_\_\_\_\_  
(Name)

\_\_\_\_\_  
(Name)

\_\_\_\_\_  
(Name)

\_\_\_\_\_  
(Name)

**Submitted and Certified By:**

\_\_\_\_\_  
(Respondent's Name)

\_\_\_\_\_  
(Title)

\_\_\_\_\_  
(Street Address)

\_\_\_\_\_  
(Telephone Number)

\_\_\_\_\_  
(City, State, Zip Code)

\_\_\_\_\_  
(Fax Number)

\_\_\_\_\_  
(Authorized Signature)

\_\_\_\_\_  
(Email Address) for RFQ Notification

\_\_\_\_\_  
(Date)

## **SECTION 4 – FORMAT FOR STATEMENT OF QUALIFICATIONS**

### **4.1 GENERAL INSTRUCTIONS**

- 4.1.1 Qualifications shall be prepared **SIMPLY AND ECONOMICALLY**, providing a straightforward, **CONCISE** description of the respondent's ability to meet the requirements of this RFQ. Emphasis shall be on the **QUALITY**, completeness, clarity of content, responsiveness to the requirements, and an understanding of Owner's needs.
- 4.1.2 The Statement of Qualifications shall be a maximum of 50 printed and could be entirely adequate with considerably fewer pages. The cover, table of contents, divider sheets, financial statements, HUB Subcontracting Plan, if any, and Execution of Offer do not count as printed pages.
- 4.1.3 Respondents shall carefully read the information contained in this RFQ and submit a complete response to all requirements and questions as directed. Incomplete Qualifications will be considered non-responsive and subject to rejection.
- 4.1.4 Qualifications and any other information submitted by respondents in response to this RFQ shall become the property of the Owner.
- 4.1.5 The Owner will not compensate respondents for any expenses incurred in Qualifications preparation or for any presentations that may be made, unless agreed to in writing in advance or required by law. Respondents submit Qualifications at their own risk and expense.
- 4.1.6 Qualifications that are qualified with conditional clauses, alterations, items not called for in the RFQ documents, or irregularities of any kind are subject to rejection by the Owner, at its option.
- 4.1.7 The Owner makes no representations of any kind that an award will be made as a result of this RFQ, or subsequent RFP. The Owner reserves the right to accept or reject any or all Qualifications, waive any formalities or minor technical inconsistencies, or delete any item/requirements from this RFQ when deemed to be in Owner's best interest.
- 4.1.8 Qualifications shall consist of answers to questions identified in Section 3 of the RFQ. It is not necessary to repeat the question in the Qualifications; however, it is essential to reference the question number with the corresponding answer.
- 4.1.9 Failure to comply with all requirements contained in this Request for Qualifications may result in the rejection of the Qualifications.

### **4.2 PAGE SIZE, BINDING, DIVIDERS, AND TABS:**

- 4.2.1 Qualifications shall be printed on letter-size (8-1/2" x 11") paper and assembled with spiral-type bindings or staples. **DO NOT USE METAL-RING HARD COVER BINDERS.**
- 4.2.2 Additional attachments shall **NOT** be included with the Qualifications. Only the responses provided by the respondent to the questions identified in Section 3 of this RFQ will be used by the Owner for evaluation.

4.2.3 Separate and identify the response to each of the criteria in Section 3 of this RFQ by use of a divider sheet with an integral tab for ready reference.

4.3 TABLE OF CONTENTS:

4.3.1 Submittals shall include a “Table of Contents” and give page numbers for each part of the Qualifications.

4.4 PAGINATION:

4.4.1 Number all pages of the submittal sequentially using Arabic numerals (1, 2, 3, etc.); the Respondent is not required to number the pages of any HUB Subcontracting Plan.

**END OF REQUEST FOR QUALIFICATIONS**

# **Addendum No. 1**

**Issued January 26, 2017**

## **REQUEST FOR QUALIFICATIONS FOR ARCHITECT/ENGINEER PROFESSIONAL SERVICES**

### **FOR TEXAS STATE UNIVERSITY SAN MARCOS, TEXAS**

# **DHRL BLANCO HALL RENOVATIONS**

**RFQ No.:**

**758-17-09066**

**Notice To All Respondents:**

The following is Addendum No. 1 to the Request for Qualifications (RFQ)  
ESBD Posting No. 758-17-09066 was posted on January 11, 2017

**Prepared By:**

*Peter E. Graves, Vice Chancellor for Contract Administration  
Texas State University System  
Thomas J. Rusk Building  
208 E. 10th Street, Suite 600 Austin, TX 78701-2407. (512) 463-1808  
512-463-1808  
peter.graves@tsus.edu*

I, **GENERAL:**

A. The optional Pre-Submittal Conference was held on January 19, 2017, 2:00 p.m., at the Department of Housing and Residential Life Administration Building. The attendance sheets are attached to this Addendum.

B. Blanco Hall Web Page:  
<http://www.reslife.txstate.edu/livingoptions/options/blanco.html>

C. The Questions and Answers below were presented in response to this RFQ:

- 1) Question: Is Texas State looking for an Architect to serve as the prime consultant on this project, or would an engineering firm be considered as well?  
Answer: TxSt prefers that the architect serve as the prime.
- 2) Question: I am trying to find a list of architects that have worked on Texas State projects in the past. Does such a list exist, and if so where can I find it?  
Answer: TxSt posts its projects progress on our web site. This information is updated on a quarterly basis and has been available for review over the past 10 years.
- 3) Question: In Section 3 – Requirements for Statement of Qualifications Line Item 3.7 CRITERION SEVEN: RESPONDENT’S UNDERSTANDING OF AND EXPERIENCE WITH BUILDING INFORMATION MODELING (BIM). This whole section refers to the Firm’s experience with BIM, as an Architectural firm we use a component of BIM, the design program of “Rivet” but we do not use BIM to its full capacity. Is Texas State University looking for a Team Consultant that is BIM proficient to work alongside the A/E Team?  
Answer: TxSt has implemented a program known as ‘BIM to FM’. Building Information Modeling will be developed and maintained throughout the life of the documents during the design, construction, As-Built conditions, through final Close-Out. The AE and CMR will work beginning day one as a team to keep this information accurate and up-to-date. At the end of the project all of these documents will be delivered to the University for its use in Facilities Management and Maintenance over the next 50 years.
- 4) Question: Is the DHRL Blanco Hall Building already in a BIM Format?  
Answer: No.
- 5) Question: If the existing “as-builts” for Blanco Hall is in AutoCAD, will a survey and the as-builts being put into BIM be part of the project scope?  
Answer: TxSt does not have Blanco Hall in AutoCAD.

**-END OF ADDENDUM NO. 1 -**

# Attendance - Pre-Proposal Conference

January 19, 2017 @ 2:00 p.m. - DHRL Rm 312

## A/E Professional Services DHRL Blanco Hall Renovations

RFQ# 758-17-09066

Company	Name	Phone #	Email Address	Signature
1 TREANOR HC	JAMES REITINGER	913-777-8421	jreitinger@treanorhl.com	
2 Christina Taylor	H2MG	210.525.0220	ctaylor@h2mg.com	
3 <del>Curt He Encotech</del>	Curt Hendley <sup>MEP</sup> <sub>STR</sub>	512-758-7581	curt.hendley@eec-tx.com	
4 TXST	Patsy Holtman		ph32@txstate.edu	
5 TXST	Judi Nicholson	512-245-2521	HUB@txstate.edu	
6 EEA Consulting Engineers	Lacey Proffitt	512-744-4419	laceyproffitt@eeace.com	
7 Harrison Kornberg Arch.	Daniel Kornberg	713-857-4255	dkornberg@harrisonkornberg.com	
8 Catherine Barr	GSC Architects	512.433.2515	cbarr@gsearchitects.com	
9 <del>CARDNO</del> <sup>ENSIGHT</sup> <del>HAYNES WHEEY</del>	DAVID CARTER	512 306 9669	david.carter@cardno.com	
10 DBR Engineering	Jeanette Scarsdale	210 293 5403	jscarsdale@dbreinc.com	
11 Lawrence Group	Thomas C Boes	512.993.7943	thomas.boes@thelawrencegroup.com	
12 Square One	Glenn Hart	512 751 2830	ghart@sq1.us <sup>HUB</sup> <sub>Bidding</sub>	
13 WHITE CONSTRUCTION COMPANY	Dominic Pasilla	512-838-1251	DominicP@whiteconst.com	
14 ABEL DESIGN GROUP	DAVE LOVETT	832-477-5453	dlovett@abeldesigngroup.com	
15 FGAL	Jeff Casinger	512-236-1005	JCasinger@fgal.com	
16 LYMILLER ARCH	ERIC MILLER	912.476.7441	EMILLER@LYMILLER.COM	
17 TXST	LARRY MILLER	5-3875	LM68	
18 TXST	Michael Petty	5-2202	MP. 46	
19 TXST	Bonnie Corkran	5-3657	Y-055	
20				

# Attendance - Pre-Proposal Conference

January 19, 2017 @ 2:00 p.m. - DHRL Rm 312

## A/E Professional Services DHRL Blanco Hall Renovations

RFQ# 758-17-09066

Company	Name	Phone #	Email Address	Signature
1 Texas State University	Karlie Beach	512.245.4725	KK1216@txstate.edu	
2 Kirksey	Steve Durham	713 426 7521	steved@kirksey.com	
3 ATKINS	OZA BOUCHARD	713 502 4267	OZA.BOUCHARD@ATKINSGLOBAL.COM	
4 Pfluger	Scott Beardslee	512.658.7818	scott@pflugerarchitects.com	
5 CHRIS DLR GROUP	CHRIS OSOBE	515-771-3112	cosobe@dlrgroup.com	
6 Marmou MOK	Corin Miller	210-223-9492	millerc@marmoumck.com	
7 MARMON MOK	CODY MCBREARY	210-225-9492	codym@marmoumck.com	
8 Hutt-Zollars	Jeff Wilson	817-335-3000	jjwilson@hutt-zollars.com	
9 WSPennington	Derek Gaskamp	832-325-2137	derek-gaskamp@wspgroup.com	
10 TXST - DHRL	Kyle ESTES			
11 Cleary Zimmermann	Crista Hezel	210-447-0100	crista@clearyzimmermann.com	
12 Courtney Harpert Partners	SHIH-WEI CHIANG	713-521-7379	shih-wei@courtneyhp.com	
13 ENLO TECH	GENE RAANES	210-872-8227	euene.raanes@ec-tx.com	
14 Deby Williams	Jose I. Guerra Jr	512-445-2090	dwilliams@guerra.com	
15 Bill Reeves	Marmou Mok	210-223-9492	reeves@marmoumck.com	
16 JOSH PETERSON	MEP ENGINEERING, INC.	210-349-1400	jpeterson@mepengineering.com	
17 Chris Reid (wbe)	Svaland Group	(512) 590-7963	creid@svalandgrp.com	
18 TX state	Dr. Prate			
19 TX state	Kyle Estes			
20 TX state	Bill Imovan			

# **Addendum No. 2**

**Issued January 27, 2017**

## **REQUEST FOR QUALIFICATIONS FOR ARCHITECT/ENGINEER PROFESSIONAL SERVICES**

### **FOR TEXAS STATE UNIVERSITY SAN MARCOS, TEXAS**

# **DHRL BLANCO HALL RENOVATIONS**

**RFQ No.:**

**758-17-09066**

**Notice To All Respondents:**

The following is Addendum No. 2 to the Request for Qualifications (RFQ)  
ESBD Posting No. 758-17-09067 was posted on January 11, 2017  
Addendum No. 1 was posted on January 26, 2017

**Prepared By:**

*Peter E. Graves, Vice Chancellor for Contract Administration  
Texas State University System  
Thomas J. Rusk Building  
208 E. 10th Street, Suite 600 Austin, TX 78701-2407. (512) 463-1808  
512-463-1808  
peter.graves@tsus.edu*



**I. GENERAL:**

A. Below are additional Questions and Answers presented at the Pre-Submittal Conference held on January 19, 2017, 2:00 p.m., in response to this RFQ:

- 1) Question: Do they have any previous contracts with a firm for "programming efforts" for this project?  
Answer: TxSt has completed the Architectural Space Program for Blanco Hall Renovations. A copy of the program will be shared with the AE teams selected for interviews.
- 2) Question: Would you be able to provide the report on abatement findings? Or could you direct me toward someone who has that information?  
Answer: TxSt will share the documents for ACMs with the selected design team.
- 3) Question: Will you include questions asked and answered at the Pre-Submittal conference as part of the published Q&A?  
Answer: No.
- 4) Question: Page 3 states that "... the Owner does not consider billable time incurred while traveling to and from the Project site, Owner's offices, or board of Regents meetings as necessary to the completion of the Project." Is travel mileage a legitimate reimbursable expense?  
Answer: Reimbursable expenses are inclusive as a part of the A/E's negotiated lump sum fee. Vehicle mileage is determined by utilizing the Texas Comptroller's Travel Reimbursable Rates.
- 5) Question: What is the HUB % requirement for this project?  
Answer: 23.6 percent for professional services contracts.
- 6) Question: Page 8 Description section - Can you be more specific about the modular construction?  
Answer: TxSt purchased Blanco Hall as part of the existing San Marcos Baptist Academy. The building was design as a modular apartment and assembled on site. It is very similar to ones located at Texas A&M and is similar to the Palacio Del Rio in San Antonio, TX.
- 7) Question: Can select sheets of the as-built plans be uploaded as a pdf to give an indication of what TSU believes to be "some challenges for future renovations of the building"?  
8) Answer: TxSt will issue this information to the selected AE team. This RFQ is a request for AE qualifications.
- 9) Question: Page 9 #13 – Abatement Findings. Can you give the URL for the location of this document?  
10) Answer: TxSt will share the documents for ACMs with the selected design team.

11) Question: Page 9 has a list of Scope Alternates. Are these items to be included in the A/E design?

Answer: Yes.

12) Question: Page 9 has a list of Scope Alternates. Are they listed as Scope Alternates for bidding and construction purposes?

Answer: Yes.

**-END OF ADDENDUM NO. 2 -**