

**REQUEST FOR QUALIFICATIONS  
FOR  
CONSTRUCTION MANAGER-AT-RISK**

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

**DHRL BLANCO HALL RENOVATIONS**

**RFQ No.:**

**758-17-09067**

**Submission Date:**

**February 10, 2017 - 2:00 p.m. (C.S.T.)**

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**SECTION 1 – GENERAL INFORMATION & REQUIREMENTS**

- 1.1 **GENERAL INFORMATION:** The Texas State University System (“Owner”) and **Texas State University** are soliciting statements of qualifications (“Qualifications”) for selection of a Construction Manager at Risk firm for **DHRL Blanco Hall Renovations** (“Project”), on the University’s campus in **San Marcos, Texas**, in accordance with the terms, conditions, and requirements set forth in this Request for Qualifications. (Prospective Construction Manager at Risk entities are hereinafter referred to as “Respondents”).
- 1.1.1 This Request for Qualifications (“RFQ”) is the first step in a three-step process for selecting a Construction Manager at Risk firm for the Project as provided by Texas Education Code §51.782(e). The RFQ provides the information necessary to prepare and submit Qualifications for consideration and initial ranking by the Owner. Based on the initial ranking, the Owner may select up to five (5) of the top ranked Respondents to respond to a separate Request for Proposals in the second step of the process.
- 1.1.2 In the second step of the process, Request for Proposals (“RFP”), the top selected Respondents will be required to submit additional information to the Owner, including fee proposals and general conditions prices (“Proposals”). The Owner will rank the Proposals in the order that they provide the “best value” for the Owner based on the published selection criteria and on the ranking evaluations. If the Owner believes that scoring is inconclusive to determine “best value”, then the Owner may conduct interviews with a “short list” of respondents as an optional third step to this process, “Interviews.”
- 1.1.3 The Interview is an optional third step in the selection process that may be utilized by the Owner to determine which respondent represents the “best value.” Should the Owner request Interviews, “short listed” Respondents would then be requested to attend an Interview with the Owner to confirm their Proposal and answer additional questions. The Owner will then rank the “short listed” Respondents in order to identify the respondent that represents “best value.”
- 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 Construction Management-at-Risk Contract, a copy of which is located on the Texas State University System’s website at the following link: <http://www.tsus.edu/about/policies.html>

- 1.4 **CLARIFICATIONS AND INTERPRETATIONS:** Any clarifications or interpretations of this RFQ that materially affect or change its requirements will be formally issued by the Owner as a written addendum. It is the responsibility of all Respondents to check the status of formal addenda five days before the submission deadline and to obtain this information in a timely manner. All such addenda issued by the Owner before the submittals are due shall be acknowledged by Respondents and incorporated into its response to the RFQ.
- 1.4.1 Respondents shall be required to consider only those clarifications and interpretations that the Owner issues by addenda five (5) or more days prior to the submittal deadline (see Section 2.5 for date). Interpretations or clarifications obtained in any other form, including oral statements, will not be binding on the Owner and should not be relied on in preparing Qualifications.
- 1.4.2 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 RFQ NUMBER PROVIDED IN THIS RFQ.
- 1.5 **SUBMISSION OF QUALIFICATIONS:**
- 1.5.1 The 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 HUB Commitment Letter at the time and location described below.
- February 10, 2017 - 2:00 p.m. (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) 245-52202
- 1.5.3 Submit **(2) two** electronic versions of the complete Qualification Package, including HUB Commitment Letter on CD or Thumb Drive format.
- 1.5.4 Submit **(7) seven** identical copies of the Qualifications. An original signature must be included on the "Execution of Offer" document submitted with each copy.
- 1.5.5 Submit **(1) one original and (2) two copies** of the HUB Commitment Letter as separate attachments to the Qualifications as described in Section 1.13.
- 1.5.6 Qualifications received after the state official deadline will be returned to the Respondent unopened.

- 1.5.7 The Owner will not acknowledge or receive 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 Qualifications 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, Respondent name, email address of RFQ contact, and return address.
- 1.5.10 Properly submitted Qualifications will be opened publicly and the names of the Respondents will be read aloud
- 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, to the Point-of-Contact person, in writing, via 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 the Owner. The top five or fewer ranked Respondents may be selected by the Owner to participate in step two of the selection process.
- 1.7.1 Qualifications shall not include any information regarding Respondent's fees, pricing, or other compensation. Such information will be solicited from firms qualified by the Owner to participate in step two of the selection process.
- 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 proposals 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. Determinations by the evaluation committee will be subjected to routine administrative review by the TSUS executive officers but, once a selection is announced, it will not be subjected to further review.
- 1.10 NO REIMBURSEMENT FOR COSTS: Respondent acknowledges and accepts that any costs incurred from the Respondent's participation in this RFQ process shall be at the sole risk and responsibility of the Respondent. Respondents submit Qualifications and Proposals at their own risk and expense.

- 1.11 **OPTIONAL PRE-SUBMITTAL CONFERENCE:** An **optional** pre-submittal conference will be held at the time and location described below.

**January 23, 2017 - 2:00 p.m. (C.S.T.)**

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

- Fee Parking is 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)

- 1.11.1 A guided tour of **the campus and the prospective building site** will be included as a part of the conference agenda. This may be the only opportunity for potential Respondents to view the Project site(s) before the submittal of Qualifications. Attendance at the pre-submittal conference is optional.
- 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:** The HUB Subcontracting Plan (HSP) is not required by respondents as part of the RFQ/P submission. The HSP will be required by the selected team only. Submit a Letter of HUB Commitment to describe how your firm will participate and demonstrate a good faith effort in achieving the University's HUB goals.
- 1.13.1 **STATEMENT OF PROBABILITY.** The Texas State University System has determined that subcontracting opportunities are probable in connection with this procurement solicitation. Therefore, a HUB Commitment Letter is required as a part of the Respondent's Qualifications.
- 1.13.2 The HUB Commitment Letter is attached to this solicitation.
- 1.13.3 The "Statement of Probability" determines the probability for subcontracting opportunities.
- 1.13.4 Submit (1) one original and (2) two copies of the HUB Commitment Letter **in a separate attachment apart from the submittal of qualifications and disc or thumb drive** as stated in Article 1.5.5 of this RFQ/P.
- 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 the Texas State University System. 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 **REQUIRED NOTICES OF WORKERS' COMPENSATION INSURANCE COVERAGE:** The Texas Workers' Compensation Commission has adopted a new rule, 28 TAC, sec. 110.110, relating to **REPORTING REQUIREMENTS FOR BUILDING OR CONSTRUCTION PROJECTS FOR GOVERNMENTAL ENTITIES**. The rule applies to all building or construction contracts advertised for bid on or after September 1, 1994. The rule implements sec. 406.096, Texas Labor Code, which requires workers' compensation insurance coverage for all persons providing services on a building or construction project for a governmental entity. The requirements of the rule are set forth in the Uniform General and Supplementary General Conditions for the Texas State University System Building Construction Contracts.
- 1.17 **PREVAILING WAGE RATE DETERMINATION:** Respondents are advised that the Texas Prevailing Wage Law will be administered. The penalty for violation of prevailing wage rates has been increased from \$10.00 per underpaid worker per day or portion thereof to \$60.00. The Prevailing Wage Rate for General Decision Number: TX170304 01/06/2017 TX304; Superseded General Decision Number: TX20160304; State: Texas; Construction Type: Building; County: Hays County in Texas, can be found on the following website: <https://www.wdol.gov/dba.aspx>
- 1.18 **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.

## **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 PROJECT 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 AE and CMR 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 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.

2.4 FACILITY PROGRAM: The Owner has approved a Facility Program for the Project and it will be provided to those Respondents who are selected to participate in the second phase of this selection process.

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

- |        |  |            |
|--------|--|------------|
| 2.5.1  | Owner conducts Optional Pre-Submittal Conference .....               | 01-23-2017 |
| 2.5.2  | RFQ Submittal Questions Deadline (12:00 p.m.) .....                  | 01-30-2017 |
| 2.5.3  | Owner receives Statements of Qualifications (before 2:00 p.m.) ..... | 02-10-2017 |
| 2.5.5  | Owner receives Request For Proposals.....                            | 03-14-2017 |
| 2.5.6  | Owner Conducts Read Aloud of Proposals .....                         | 03-17-2017 |
| 2.5.7  | Owner interviews Respondents (if applicable) .....                   | 03-23-2017 |
| 2.5.8  | Owner selects CM@R.....  | 03-24-2017 |
| 2.5.9  | Owner executes CM@R Contract .....                                   | 04-11-2017 |
| 2.5.10 | Owner issues NTP to Precon (after CM@R is executed) .....            | 04-12-2017 |
| 2.5.11 | Owner approves Design Development Documents .....                    | 08-17-2017 |

2.5.12	Owner approves Guaranteed Maximum Price Proposal .....	10-18-2017
2.5.13	Owner issues Notice to Proceed for Construction .....	10-19-2017
2.5.14	Owner approves 100% Construction Documents .....	03-08-2018
2.5.15	Owner accepts Substantial Completion of Construction.....	07-01-2019
2.5.16	Construction Manager achieves Final Completion of Construction....	08-12-2019

- 2.6 OWNER'S SPECIAL CONDITIONS: The Owner requires full compliance with specification Division 0: Contract Requirements and Division 1: General Requirements, which will be integrated into the specifications for the project. These specifications sections shall be a part of the Construction Manager at Risk Agreement that will be signed and they will be provided to Respondents who are selected to participate in the second phase of this selection process.

### **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 to all questions in Section 3 formatted as directed in Section 4. Incomplete Qualifications will be considered non-responsive and will be 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 Respondent's unique qualifications as they pertain to this particular Project.
- 3.1.2 Provide a statement on the availability and commitment of the Respondent, its principal(s) and assigned professionals to undertake the Project.

- 3.2 CRITERION TWO: RESPONDENT'S ABILITY TO PROVIDE CONSTRUCTION MANAGEMENT SERVICES

- 3.2.1 Provide the following information on your firm for the past **five** (5) fiscal years:

Volume

- Annual number, value and percent change of contracts in Texas per year;
- Annual number, value and percent change of contracts nationally per year;

Revenues

- Annual revenue totals and percent change per year;

Bonding

- Total bonding capacity;
- Available bonding capacity and current backlog;

- 3.2.2 Attach a letter of intent from a surety company indicating your firm's ability to bond for the entire construction cost of the project. The surety shall acknowledge that the firm may be bonded for each stage/phase of the project, with a potential maximum construction cost of **\$18,400,000**. Bonding requirements are set forth in Article 17 of the Agreement and the Uniform General and Supplementary General Conditions for the Texas State University System Building Construction Contracts.

- 3.2.3 Identify if your firm is currently for sale or involved in any transaction to expand or to become acquired by another business entity. If so, please explain the impact both in organization and company direction.
- 3.2.4 Provide details of any past or pending litigation, or claims filed, against your firm that may affect your 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.

3.3 CRITERION THREE: QUALIFICATIONS OF CONSTRUCTION MANAGER-AT-RISK TEAM AND THE EXECUTION OF SERVICES

- 3.3.1 Describe your management philosophy for the Construction Manager at Risk construction delivery method.
- 3.3.2 Provide resumes of the Construction Manager at Risk team that will be directly involved in the Project, including their experience with similar projects, the number of years with the firm, and the city of residence for each.
- 3.3.3 Describe, in graphic and written form, the proposed Project assignments and lines of authority and communication for each team member to be directly involved in the Project. Indicate the estimated percent of time these team members will be involved in the Project for Pre-construction and Construction Services.
- 3.3.4 Identify the proposed team members (including consultants) who worked on the Projects listed in Section 3.4 of this RFQ, and describe their responsibility in those projects compared to this project.
- 3.3.5 Identify any consultants that are included as part of the proposed team, their role, and related experience for this Project. List projects for which the consultant(s) collaborated with the Respondent.
- 3.3.6 Describe your Construction Management and Execution plan for providing Preconstruction Phase Services required for this Project.
- 3.3.7 Provide a detailed list of all Pre-Construction Services you will provide to the Owner and the Architect/Engineer (A/E) on this Project.
- 3.3.8 Describe what you perceive as the critical Pre-Construction issues for this Project.
- 3.3.9 Describe your procedures, objectives and personnel responsible for reviewing design and construction documents and for providing feedback regarding cost, schedule and constructability to the A/E and the Owner on this Project.
- 3.3.10 Describe your Bid/Proposal Package Strategy for completion of the Construction Documents and for procuring Cost of the Work from subcontractors, vendors, suppliers, etc.

- 3.3.11 Describe your plans to interface with the A/E and its consultants to enhance the design and planning process on this Project.
- 3.3.12 Describe your Constructability Program for this Project and how it will be implemented.
- 3.3.13 Describe how the designated PM and Superintendent will participate and contribute to the Constructability reviews.
- 3.3.14 Provide examples of past Constructability Review Reports.
- 3.3.15 Provide examples of records, reports, monitoring systems, and information management systems you will use on this Project during Pre-Construction Services.
- 3.3.16 Describe your philosophy for maximizing Project scope for the Owner during Pre-Construction Services, minimizing risk to yourself, and identifying when savings can be returned to the Owner during construction.
- 3.3.17 Describe your process for attracting qualified and experienced mechanical, electrical and plumbing subcontractors to submit proposals for this project.
- 3.3.18 Describe what you perceive are the critical Construction issues for this Project.
- 3.3.19 Describe your ability and desire to self-perform work on this Project, and the method for determining whether you provide the “best value” through a competitive proposal process.
- 3.3.20 Provide examples of records, reports, monitoring systems, and information management systems you will use on this Project during Construction Services.
- 3.3.21 Describe your approach to containing storm water run-off and meeting the regulatory requirements of the Texas Commission on Environmental Quality’s (TCEQ) Texas Pollutant Discharge Elimination System (TPDES) General Construction Permit No. TXR150000 and your Storm Water Pollution Prevention Program for projects that will disturb land.
- 3.3.22 Describe your approach to coordinating inspections and approvals with the Texas Department of Licensing and Regulation regarding Texas Accessibility Standards, the State Fire Marshal and other authorities having jurisdiction over the Project.

3.4 **CRITERION FOUR: RESPONDENT’S PAST PERFORMANCE ON REPRESENTATIVE CM@R PROJECTS**

- 3.4.1 Identify and describe the proposed Team’s past experience for providing Construction Manager at Risk Services on projects that are **MOST CLOSELY RELATED TO THIS PROJECT** within the last five (5) years. Provide information on not less than three nor more than five projects. 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)
  - Original Construction Amount

- Construction cost at Schematic Design, Construction cost at Design Development, Construction cost at 50% Construction Documents, Construction cost at 100% Construction Documents, and GMP amount
- Final construction cost
- Categorize the change order (s) value in terms of Owner Added Scope, Error and Omission (both Architect/Engineer and CMR) or Unforeseen. For unforeseen, explain why constructability efforts in pre-construction services failed to discover the unforeseen condition(s).
- Final project size in gross square feet
- Type of construction (new, renovation, or expansion)
- Actual Notice To Proceed for Pre-Construction Services
- Dollar value of all authorized change orders
- Originally scheduled project duration
- Actual Notice To Proceed, Substantial Completion, and Final Payment dates for Construction Services
- Name of Project Manager (individual responsible to the Owner for the overall success of the project)
- Name of Project Superintendent (individual responsible for coordinating the day to day work)
- Names of Mechanical, Plumbing and Electrical subcontractors

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
- Architect/Engineer's name and representative who served as the day-to-day liaison during the construction phase of the project, including telephone number
- Length of business relationship with the Owner.
- Provide site plans, floor plans, and presentation or photographic images (interior and exterior) of the indoor community and outdoor recreation amenities of previously executed projects that most closely represent the Owner's needs based on the Project description included in the RFQ.

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 ABILITY TO MANAGE CONSTRUCTION SAFETY RISKS

- 3.5.1 Briefly describe the firm's approach for anticipating, recognizing and controlling safety risks and note the safety resources that the firm provides for each project's Safety program.
- 3.5.2 Describe the level of importance for Enforcement and Support of Project Safety that the firm includes in performance evaluations for Superintendents and Project Managers.
- 3.5.3 Identify the proposed safety management team members for Construction services. Include their previous titles, duties, city(ies) of residence, experience and expertise; also their intended percent of monthly involvement and duration for this Project. Include all details necessary to demonstrate the credentials required by Project Safety specification.

- 3.5.4 Describe the methodology, including any technology or other assets that the firm intends to use for prevention and/or control of incidents and insurance claims on this Project.
- 3.5.5 Describe the Safety and Insurance/Claims History information and weighting that the firm includes in the submission and award process for “best value” Subcontracts.
- 3.5.6 For all projects that the firm has managed (or co-managed) in the past five (5) years, list and describe all events or incidents that have reached any of the following levels of severity:
- Any occupational illness or injury that resulted in death or total and permanent disability
  - Three occupational illnesses or injuries that resulted in hospital admittances
  - Explosion, fire or water damage that claimed 5% of the project’s construction value
  - Failure, collapse, or overturning of a scaffold, excavation, crane or motorized mobile equipment when workers were present at the project
- 3.5.7 Identify the firm’s Experience Modification Rate (EMR) for the three (3) most recent annual insurance-year ratings.
- 3.5.8 Identify the firm’s annual OSHA Recordable Incident Rates (RIR) for all work performed during the past three (3) calendar years.
- 3.5.9 Identify the firm’s annual OSHA Lost Workday Case Incident Rates (LWCIR) for all work performed during the past three (3) calendar years.
- 3.6 **CRITERION SIX: RESPONDENT’S ABILITY TO ESTABLISH BUDGETS AND CONTROL COSTS ON PAST PROJECTS**
- 3.6.1 Describe your fiduciary responsibility as a Construction Manager at Risk using Guaranteed Maximum Price contracts for publicly funded projects.
- 3.6.2 From any three (3) of the projects listed in response to Section 3.4, describe your project estimating system for developing the GMP Proposal and how you will monitor and track these costs for this Project.
- 3.6.3 Describe your cost control methods during construction and how you procure subcontracts, confirm scope, amount, and ensure proper payment. From any three (3) of the projects listed in response to Section 3.4 of this RFQ, provide examples of how these techniques were used and the degree of accuracy achieved.
- 3.6.4 Describe your methodology for working with the the Owner, Project Architect/Engineer and their consultants to deliver a Guaranteed Maximum Price and to maintain the GMP throughout the design and construction process including any processes for establishing, tracking, and reporting during the development of the GMP
- 3.6.5 Provide a sample of a cost estimate used to establish a contract amount from any project listed in Section 3.4 of this RFQ.
- 3.6.6 The Owner may decide to accept a Guaranteed Maximum Price prior to completion of Construction Documents. Describe in such an event 1) your process for ensuring that the Design Documents provide the information necessary to arrive at a complete GMP, including all Owner requirements with reasonable contingencies, and 2) your process for

subsequently ensuring that the 100% Construction Documents align with the project scope in the previously accepted GMP proposal documents.

- 3.6.7 Describe the normal percentage for new construction and renovation contingencies at completion of 100% CDs, and how these contingencies will be managed through the completion of Construction Phase Services.
- 3.6.8 Describe your philosophy regarding Payment and Performance bonds required by the Owner on this project, and the bonds your firm requires of subcontractors including SUBGUARD.
- 3.6.9 Identify a maximum of three (3) projects from Section 3.4 of the RFQ with GMP contracts and the amount of savings (if any) returned to the Owner.

3.7 CRITERION SEVEN: RESPONDENT'S ABILITY TO MEET SCHEDULES ON PAST PROJECTS

- 3.7.1 Describe how you will develop, maintain and update the project schedule during design and construction. Identify the specific resources (i.e. personnel, hardware, software, etc.) to be used on this Project.
- 3.7.2 This Project has an extremely tight schedule as the Project must be complete and ready for use by July 1, 2019. Describe your approach to assuring timely completion of this project, including methods for schedule recovery, if necessary. From any three (3) of the projects listed in response to Section 3.4 of this RFQ, provide examples of how these techniques were used, including specific scheduling challenges/requirements and actual solutions.
- 3.7.3 Describe how you develop and maintain work schedules during design and construction to coordinate with the Owner's project schedule. From any three (3) projects listed in response to Section 3.4 of this RFQ, provide examples of how these techniques were used.
- 3.7.4 Describe your experience with Primavera CPM scheduling. From any of three (3) of the projects listed in response to Section 3.4 of this RFQ, provide a sample of the monthly schedule reports, including identified milestones and schedule recovery plans.
- 3.7.5 With respect to the team members whose resumes are provided in response to Criterion Three, indicate the scheduling experience and city of residence of each person responsible for establishing and updating the project schedule.
- 3.7.6 Provide a simple CPM Milestone schedule showing how your firm perceives this Project could be built. Identify specific critical process, phases, milestones, approvals, and procurements anticipated. Clearly identify the 10% Total Project Float that will be required during the Construction Phase.

3.8 CRITERION EIGHT: RESPONDENT'S KNOWLEDGE OF CURRENT CONSTRUCTION METHODOLOGIES, TECHNOLOGIES, QUALITY AND BEST PRACTICES

- 3.8.1 Describe your quality assurance program. Explain the methods used to ensure quality control during the Construction phase of a project. Provide specific examples of how these techniques or procedures were used from any three (3) projects listed in response to Section 3.4 of this RFQ.

- 3.8.2 Describe your procedures for implementing industry's "best practices" as defined by the Construction Industry Institute and similar organizations for:
- Establishing and tracking project objectives
  - Using project scope definition resources (i.e. Project Definitions Rating Index (PDRI)) in order to obtain complete and accurate design and construction documents from the A/E
  - Partnering
  - Cost tracking
  - Change (order) management systems
- 3.8.3 Provide an example of a successful constructability program used to maintain project budgets without sacrificing quality.
- 3.8.4 Describe your methodology for advertising, evaluating and selecting trade subcontractors for "major" institutions of higher education as a Construction Manager at Risk.
- 3.8.5 Identify the quality control and commissioning team, their duties, city(s) of residence and their objectives for this Project.
- 3.8.6 Describe how your quality control team will measure the quality of construction and commissioning performed all trades but in particular by mechanical and electrical subcontractors and how will you address non-conforming work.
- 3.8.7 Describe your implementation of a quality control process for this Project during the Design Development stage through completion of Construction Documents stage
- 3.8.8 As a Construction Manager at Risk, describe your relationship with the local subcontracting community.
- 3.8.9 Describe your past experience dealing with congested or confined campuses/site conditions for any project listed in Section 3.4 of this RFQ.
- 3.8.10 Provide any other details regarding special services, products, advantages or other benefits offered to the Owner by the Respondent.
- 3.8.11 As the Project Scheduler, describe your philosophy regarding establishment and use of Total Project Float on this Project to achieve the Owner's required Substantial Completion date.
- 3.8.12 Describe your plan for meeting or improving the Owner's proposed schedule for design and/or construction. If you propose to improve the schedule, describe the impact on quality of services, materials or workmanship that may occur.

3.9 **CRITERION NINE: RESPONDENT'S ABILITY TO IDENTIFY AND RESOLVE PROBLEMS ON PAST PROJECTS**

- 3.9.1 Describe your understanding of the administrative challenges and opportunities associated with providing Pre-Construction and Construction services for the Texas State University System on this project, and your strategy for resolving these issues.



- 3.9.2 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.
- 3.9.3 From any combination of three (3) projects listed in response to Section 3.4 of this RFQ, describe any conflicts with the Owner, Consultants, Architect/Engineer, or subcontractors and describe the methods used by the Respondent to resolve those conflicts. However, if the Respondent has excellent examples of conflict resolution from other projects other than those listed under 3.4, those examples may be used to demonstrate creative problem solving.
- 3.9.4 Provide examples from any project described in response to Section 3.4 of Pre-Construction services provided that creatively incorporated mechanical, electrical, and plumbing solutions in similar structures.
- 3.10 CRITERION TEN: RESPONDENT'S GENERAL UNDERSTANDING OF THE CM@R CONTRACT
  - 3.10.1 Describe your fiduciary responsibility to the Owner (as a public agency) for tracking all construction costs and contingencies on this Project.
  - 3.10.2 Identify any terms of the Agreement that you will ask to change before signing Construction Manager at Risk Agreement.
- 3.11 CRITERION ELEVEN: RESPONDENT'S WARRANTY AND SERVICE SUPPORT PROGRAM FOR THIS PROJECT
  - 3.11.1 Describe your warranty service support philosophy and warranty service implementation plan for this Project.
  - 3.11.2 Describe how you will measure the quality of service provided to the Owner for this Project.
  - 3.11.3 Provide reference letters from three (3) Owners identified in Section 3.4 of the previously issued RFQ that describe your response to, and performance on, warranty services AFTER substantial completion.
- 3.12 CRITERION TWELVE: RESPONDENT'S UNDERSTANDING OF AND EXPERIENCE WITH BUILDING INFORMATION MODELING (BIM)
  - 3.12.1 Describe your Project Team's experience managing and facilitating BIM use on projects, especially similar projects and especially involving CM@R delivery method.
  - 3.12.2 Show BIM experience on the resumes of your Team members.
    - 3.12.2.1 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.
    - 3.12.2.2 Provide the skills and qualifications of your BIM Manager and BIM team.
  - 3.12.3 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 looking particularly 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. COBIE and commissioning data
- m. Any additional BIM capabilities and experiences that could help this project

3.12.4 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

### 3.13 CRITERION THIRTEEN: 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.

3.13.1 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.

3.13.2 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.

- 3.13.3 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.
- 3.13.4 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.
- 3.13.5 By signature hereon, the Respondent hereby certifies that neither the Respondent nor anyone acting on behalf of Respondent 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. Respondent further certifies that it has not communicated directly or indirectly the Qualifications submitted to any competitor or any other person engaged in a similar line of business.
- 3.13.6 By signature hereon, Respondent represents and warrants that:
- 3.13.6.1 Respondent is a reputable company regularly engaged in providing products and/or services necessary to meet the terms, conditions and requirements of the RFQ;
  - 3.13.6.2 Respondent has the necessary experience, knowledge, abilities, skills, and resources to satisfactorily perform the terms, conditions and requirements of the RFQ;
  - 3.13.6.3 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;
  - 3.13.6.4 Respondent understands the requirements and specifications set forth in this RFQ and the terms and conditions set forth in the Contract under which Respondent will be required to operate;
  - 3.13.6.5 Respondent, if selected by the Owner, will maintain insurance as required by the Contract;
  - 3.13.6.6 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.
- 3.13.7 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.
- 3.13.7.1 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 34 TAC 20.32 (68).
- 3.13.8 By signature hereon, Respondent certifies as follows:
- 3.13.8.1 “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.”

3.13.8.2 “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.”

3.13.8.3 “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.”

3.13.9 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 Texas State University System component, or Respondent has not been an employee of any Texas State University System 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.

3.13.10 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).

3.13.11 Respondent represents and warrants that all articles and services quoted in response to this RFQ meet or exceed the safety standards established and promulgated under the Federal Occupational Safety and Health Law (Public Law 91-596) and its regulations in effect or proposed as of the date of this solicitation.

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

3.13.13 By signature hereon, Respondent agrees to defend, indemnify, and hold harmless the State of Texas, all of its officers, agents and employees from and against all claims, actions, suits, demands, proceedings, costs, damages, and liabilities, arising out of, connected with, or resulting from any acts or omissions of Respondent or any agent, employee, subcontractor, or supplier of Respondent in the execution or performance of any agreements or other contractual arrangements which may result from the submission of Respondent’s Qualifications.

3.13.14 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.

3.13.15 By signature hereon, Respondent certifies that no member of the Board of Regents of the Texas State University System, or the Executive Officers of the Texas State University System 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.

[Execution of Offer continues next page]

3.13.16 Execution of Offer: RFQ No. **758-17-09067 for Construction Manager-At-Risk: DHRL Blanco Hall Renovations for Texas State University.**

The Respondent must complete, sign and return this Execution of Offer as part of their 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: \_\_\_\_\_

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

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

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

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

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

Submitted and Certified By:

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

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

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

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

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

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

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

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

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

## **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 Qualifications shall be a MAXIMUM OF FIFTY (50) PRINTED PAGES (EXCLUDING THE HUB COMMITMENT LETTER AND THE EXECUTION OF OFFER). The cover, table of contents, divider sheets, HUB Commitment Letter (Section 1.13), 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 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.
- 4.1.6 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.
- 4.1.7 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.
- 4.1.8 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 each criterion response to 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 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 the HUB Commitment Letter.

**SECTION 5 - ATTACHMENTS TO THE RFQ**

5.1 Attachment 1: HUB Commitment Letter

*(The following attachments are referenced as hyperlinks):*

5.2 Policy on Utilization Historically Underutilized Businesses can be found on the Texas State Comptrollers website at:  
<http://www.cpa.state.tx.us/procurement/prog/hub/hub-subcontracting-plan/>

5.3 Uniform General Conditions for the Texas State University System Building Construction Contracts (UGC) can be found on the TSUS website at  
<http://www.tsus.edu/about/policies.html>

**- End of CM@R Request for Qualifications -**



## Attachment 1

*With your RFQ submit, a Letter of HUB Commitment, see sample letter below, on how your firm will participate and demonstrate a good faith effort in achieving the University's HUB goals. Provide recent examples where your firm has met or exceeded HUB goals on previous projects.*

(BUSINESS LETTERHEAD)

### SAMPLE

Letter of HUB Commitment for RFQ for  
DHRL Blanco Hall Renovations for Texas State University

Date:

Ms. Bonnie Corkran  
Buyer III  
Texas State University  
151-2 E. Sessom, Physical Plant, Suite 104  
San Marcos, Texas 78666

Re: Historically Underutilized Business Plan for (Project Title)  
Project Number 758-17-09067

Dear Ms. Corkran:

In accordance with the requirements outlined in the specification section 1.13 "HISTORICALLY UNDERUTILIZED BUSINESSES SUBMITTAL REQUIREMENTS" I am pleased to forward this HUB Commitment Letter as an integral part of our proposal in connection with your invitation for request for this proposal.

I have read and understand Texas State University's policy on Utilization of Historically Underutilized Businesses (HUBs).

If awarded this contract we understand that we will be required to attend a meeting with the University's HUB coordinator to discuss HSP requirements in soliciting for subsequent subcontractors for this project. Good Faith Effort will be documented and will contain a completed HUB Subcontracting Plan for each subcontracting opportunity.

Documentation of subcontracted work will be provided with each pay request on the Monthly Progress Assessment Report.

Sincerely,

Contractor's Name

***NOTE: In addition to the above, and distinct from any HUB Good Faith Effort required by Texas law, the respondent is requested to submit a statement, in the Letter of HUB Commitment, describing in detail how the respondent will commit to attract and use certified HUBs to meet or exceed the University's HUB Goals for all goods and services needed throughout the term of the contract. Please also provide a statement as to what percentage of HUB participation you intend to achieve and what your company has done in the past to demonstrate your efforts in contracting with minority or women owned contractors.***

APRIL 5, 2017  
INTERVIEW DATE




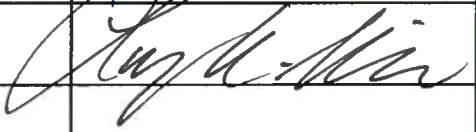
THE TEXAS  STATE UNIVERSITY SYSTEM

## Attendance for Publicly-Opened Proposals

RFP for Construction Manager at Risk for the previously issued RFQ No. 758-17-09067

DHRL Blanco Hall Renovations for Texas State University

Bid Opening: March 24, 2017 - 2:00 p.m.

COMPANY	NAME	PHONE NO.	EMAIL ADDRESS	SIGNATURE
JE Dunn Construction Co.	Laura Gentner	512 687 6153	laura.gentner@jedunn.com	
SpawGlass Construction Corp.	JEFF EUBANK	512 719 5251	JEFF.EUBANK@SPAWGLASS.COM	
Turner Construction Company	KEEMAN WILSON	512 571 1918	kcwilson@tcco.com	
TX ST	LARRY R. MILLER	512-245-2202	LM 68	

# **Addendum No. 1**

**Issued January 20, 2017**

## **REQUEST FOR QUALIFICATIONS FOR CONSTRUCTION MANAGER-AT-RISK**

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

## **DHRL BLANCO HALL RENOVATIONS**

**RFQ No.:**

**758-17-09067**

**Notice To All Respondents:**

The following is Addendum No. 1 to the Request for Qualifications (RFQ)  
ESBD Posting No. 758-17-09067 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. Page 6 of 25, Section 1.11 OPTIONAL PRE-SUBMITTAL CONFERENCE: The address is corrected as follows:

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

**II. DELETIONS:**

- A. Page 6 of 25, Section 1.11.1. Delete this section in its entirety.

~~1.11.1 A guided tour of the campus and the prospective building site will be included as a part of the conference agenda. This may be the only opportunity for potential Respondents to view the Project site(s) before the submittal of Qualifications. Attendance at the pre-submittal conference is optional.~~

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

# **Addendum No. 2**

**Issued January 31, 2017**

## **REQUEST FOR QUALIFICATIONS FOR CONSTRUCTION MANAGER-AT-RISK**

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

## **DHRL BLANCO HALL RENOVATIONS**

**RFQ No.:**

**758-17-09067**

#### **Notice To All Respondents:**

The following is Addendum No. 2 to the Request for Qualifications & Proposals (RFQ/P)  
ESBD Posting No. 758-17-09067 was posted on January 31, 2017  
Addendum No. 1 was posted on January 20, 2017

#### **Prepared By:**

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Texas State University System  
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**I. GENERAL:**

- A. The optional Pre-Submittal Conference was held on January 23, 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. Below are the Questions that were presented along with Answers to each in relation to this RFQ:
  - 1. **Question:** We are interested in bidding on the Construction Manager-At-Risk service for the DHRL Blanco Hall Renovations. The RFQ No. is 758-17-09067. I have realized that we missed the optional pre-submittal conference on January 23 and was just wondering if there is any way to view the property another time prior to bid date.  
**Answer:** No, please see Addendum #1. The opportunity for a site visit was removed and was not conducted.

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

## Attendance - Pre-Proposal Conference

January 23, 2017 @ 2:00 p.m. - DHRL Conf. Rm 312

CMR Services DHRL Blanco Hall Renovations

RFQ# 758-17-09067

	Company	Name	Phone #	Email Address	Signature
1	Tx State	Elizabeth Mendez	512-245-5519	ejm51@txstate.edu	EMendez
2	Tx State	Bill Dunovan			
3	SPAWGLASS	RYAN SYRING	210-748-2169	RYAN.SYRING@SPAWGLASS.COM	Ryan Syring
4	EEA CONSULTING ENGINEERS	MARK MIKULIN	512-483-1820	MARKMIKULIN@EEAEE.COM	Mark Mikulin
5	RKJ Constr.	David Taylor	(512) 423-3293	dtaylor@dmjco.com	David Taylor
6	JEDunn	Laura Gentner	512 687 6153	laura.gentner@jedunn.com	Laura Gentner
7	JEDunn	Jennifer Finch	737 212 4576	jennifer.finch@jedunn.com	Jennifer Finch
8	JASMINE ENGINEERING	SHAWN GIBSON	512-696-2606	SGIBSON@JASMINEENGINEERING.COM	Shawn Gibson
9	TURNER	RICH MAYNARD	512-568-6873	rmaynard@tcco.com	Rich Maynard
10	Allied Assoc CF	Stephen Demory	210-646-9090	stephen@alliedccf.com	Stephen Demory
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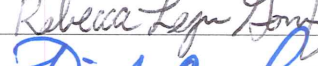




# Attendance - Pre-Proposal Conference

January 23, 2017 @ 2:00 p.m. - DHRL Conf. Rm 312

CMR Services DHRL Blanco Hall Renovations

RFQ# 758-17-09067

	Company	Name	Phone #	Email Address	Signature
1	Rogers-O'Brien Construction	Bobby Dickerson	512-486-3800	BDickerson@RO.com	
2	TXST	Patsy Holtman	512 245 1887	Ph 32@txstate.edu	
3	TXST	Judi Nicholson	512.245.2521	HUB@TXstate.edu	
4	TXST	Kyle ESTES	512-245-4680	KEB2@TXSTATE.EDU	
5	JEDOWN	JASON BEITER	512-626-7669	jason.beiter@jedown.com	
6	Turner Construction	Rebecca Lynn Gomez	512-202-1487	rlgomez@tcco.com	
7	Kitchell Contractors	Priscilla Iden	512-962-9205	piden@Kitchell.com	
8	TKstate	Bonnie Corkran	43657	y-c 55	
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