

**REQUEST FOR QUALIFICATIONS
FOR DEVELOPER**

**FOR
SAM HOUSTON STATE UNIVERSITY**

FOR

INNOVATION PLAZA:

**A Hotel, Conference and
Training Center**

RFQ No.:

758-18-06059

Submission Due Date:

April 11, 2018 - 2:00 p.m. (C.D.T.)

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**REQUEST FOR QUALIFICATIONS
FOR DEVELOPER
SAM HOUSTON STATE UNIVERSITY
HUNTSVILLE TEXAS
Innovation Plaza: A Hotel, Conference and Training Center
758-18-06059**

SECTION 1 – GENERAL INFORMATION & REQUIREMENTS

- 1.1 **GENERAL INFORMATION:** Texas State University System (“Owner”) and Sam Houston State University (“University”) are soliciting Statements of Qualifications (“SOQs” or “Qualifications”) from vendors, developers, and engineering/construction management companies (“Respondent”) that describe their capabilities to design, build, finance, operate and maintain (“DBFOM”) a portion of **Innovation Plaza** as a **Hotel, Conference and Training Center** (“Project”) on the University’s property in accordance with the terms, conditions, and requirements set forth in this Request for Qualifications (“RFQ”). The site for the Project is located just northeast of the intersections formed by State Highway 75 North/Avenue Q and Interstate 45/U.S. Highway 190 in Huntsville, Texas (see Exhibit A for Site Master Plan).

This Project is to be a Private/Public Partnership (“P3”), which utilizes an arrangement with no initial capital cost outlay required of the University. **The University is open to a variety of P3 business models and deal structures.**

The Owner intends to enter into one or more long-term contracts that govern the operations, finances, design standards, entrance criteria and contractual obligations within the Agreement. The Developer will provide the financing for the Project and will operate the proposed facilities using the cash flow derived from the Project. The primary goal of the Project is to enable the University to further its goals and mission with regards to promoting economic development, along with other goals included in Section 3 of this RFQ.

The Owner is interested in selecting a firm that has direct experience in developing, designing, building, financing and operating projects similar to the Project, and delivering a Project that meets the goals, standards and performance requirements and schedule outlined in Section 3 of this RFQ. The procurement process is outlined below:

- 1.1.1 Collecting SOQs in response to this RFQ is the first step in selecting a firm. This RFQ provides the information necessary for Respondents to prepare and submit SOQs for consideration by the University.
- 1.1.2 The Owner may select up to four (4) of the qualified Respondents to participate in interviews with the Selection Committee to confirm and clarify the qualifications submitted and to answer additional questions. Select Shortlisted Respondents may be selected to proceed to the next procurement phase.
- 1.1.3 The next step is to issue an RFP and conduct interviews with all Shortlisted Respondents, pursuant to which the Owner anticipates selecting one (1) of the Shortlisted Respondents to be the Preferred Bidder for final award of a contract. The Owner will negotiate the final contract terms and conditions with the Preferred Bidder.

- 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 University strictly complies with all statutes, court decisions, and opinions of the Texas Attorney General with respect to disclosure of RFQ information. If awarded a contract, the firm is required to make any information created or exchanged with the State pursuant to the contract, and not otherwise excepted from disclosure under the Texas Public Information Act, available in a format that is accessible by the public at no additional charge to the State.

1.3 **TYPE OF CONTRACT:** Any contract resulting from this solicitation will be in a form acceptable to the Owner.

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 the Electronic State Business Daily (“ESBD”) at the website indicated in Section 1.4.1 below. 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 as part of the RFQ, and Respondents shall acknowledge receipt of and incorporate each addendum in its Qualifications. Respondents shall consider only those clarifications and interpretations that the University issues by addenda five (5) days prior to the submittal deadline. Interpretations or clarifications in any other form, including oral statements, will not be binding on the University and should not be relied on in preparing Qualifications.

1.4.1 ADDENDA AND AWARD INFORMATION WILL BE ISSUED BY 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 ON THE COVER PAGE. IT IS THE RESPONSIBILITY OF THE RESPONDENT TO CHECK THE ESBD WEBSITE REGULARLY FOR ANY POSTED ADDENDUMS.

1.5 **QUESTIONS:**

1.5.1 Respondents shall restrict all contact with the Owner’s staff and direct all questions regarding this RFQ, including questions regarding terms and conditions, in writing to the Point of Contact (See Section 1.7).

Point-of-Contact must receive all questions and concerns not later than the date specified in the schedule table in Section 3.4.

The Owner must have a reasonable amount of time to respond to questions or concerns.

It is the Owner’s intent to respond to all appropriate questions and concerns; however, the Owner reserves the right to decline to respond to any question or concern.

1.6 **SUBMISSION OF QUALIFICATIONS:**

1.6.1 **DEADLINE AND LOCATION:** The University will receive Qualifications for this RFQ at the time and location described below:

April 11, 2018 - 2:00 p.m. (C.D.T.)

Mr. Juan Nuñez, Associate Vice President
Facilities Management
2424 Sam Houston Avenue, Bldg. B
Huntsville TX 77341
936-294-1869 (o)
Email: LaciLeNorman@shsu.edu

(for directions, please contact Ms. Laci LeNorman (936) 294-1869)

1.6.2 Submit one (1) original and five (5) identical copies of the Qualifications plus two (2) digital copies in a read only format on a flash drive. An original signature must be included on the “Execution of Offer” (See Section 4.6) document submitted with each hard copy. An electronic signature or scan of an original signature must be included on all digital copies.

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

1.6.4 Properly submitted Qualifications will not be returned to Respondents.

1.6.5 Qualification must be enclosed in a sealed envelope (box or container) addressed to the Point-of-Contact person (Section 1.6.1); the package must clearly identify the submittal deadline, the RFQ number, and the name, email address of the person for RFQ notification, and return address of the Respondent.

1.6.6 If Qualifications are sent by courier or mail, Respondents are cautioned to allow sufficient time for delivery prior to the published deadline to the location specified in this RFQ. **It is the Respondent’s sole responsibility for preparing, submitting and delivering their qualifications to the designated location on or before the published submittal deadline.**

1.7 **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, via email only.

Mr. Juan Nuñez, Associate Vice President
Facilities Management
Sam Houston State University
2424 Sam Houston Avenue
Huntsville, Texas 77341
Email: LaciLeNorman@shsu.edu

1.8 **EVALUATION OF QUALIFICATIONS:** The evaluation of the Qualifications shall be based on the requirements described in Section 6 of this RFQ. All properly submitted Qualifications

will be reviewed, evaluated, and ranked by a Selection Committee. Typically, the Selection Committee will include future users of the facilities developed by the Project, University representatives, and representation from the System. The top-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.

- 1.8.1 Qualifications submittals are not required to 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 best qualified firm.
- 1.9 **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. The 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.
- 1.10 **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 University.
- 1.11 **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.
- 1.12 **MANDATORY PRE-PROPOSAL CONFERENCE:** One **mandatory** Pre-Proposal Conference will be scheduled for the following date and time:

March 29, 2018 - 10:00 a.m. (C.D.T.)

SHSU Facilities Management
Main Conference Room 107
2424 Sam Houston Avenue, Bldg. B
Huntsville, TX 77340

(for directions, please contact Ms. Laci LeNorman (936) 294-1869)

It is required that the Respondent attend the Pre-Proposal Conference on the date listed above. The firm name on the sign-in sheet must match the Respondent name on the SOQ. The conference will be open to all potential members of the Project Team.

All Respondents should **email** the Point of Contact (see Section 1.7) confirming their attendance and number of representatives planning to attend, at least five business days prior, so that arrangements can be made in advance of the Pre-Proposal Conference.

- 1.13 **ELIGIBLE RESPONDENTS:** Only individual firms or lawfully formed business organizations may apply (This does not preclude a Respondent from using subcontractors or consultants). The Owner will contract only with the individual firm or formal organization

that submits a Qualification.

- 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 (noted in Section 4.8 of Execution of Offer), “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 **CERTIFICATION OF FRANCHISE TAX STATUS:** Respondents are advised that the successful Respondent will be required to submit certification of franchise tax status as required by State Law (H.B. 175, Acts 70th Leg. R.S., 1987, Ch. 283, p. 3242). The Respondent agrees that each subcontractor and supplier under contract will also provide a certification of franchise tax status. 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.

- 1.16 **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.

- 1.17 **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.

SECTION 2 – DEFINITIONS

The following terms and acronyms are used within this RFQ:

- DBFOM** Design, build, finance, operate and maintain
- Developer** The contracting entity that will perform the Project Scope of Work as defined in the RFQ
- Equity Member** An entity, who is part of the Developer organization, that provides equity financing to the Project
- ESBD** Electronic state business daily website
- Financially Responsible Party** Parent company or affiliate company (subsidiary, joint venture, etc.) associated with a member of the Project Team

- GAAP** Generally accepted accounting principles

HUB	Historically underutilized business
IFRS	International financial reporting standards
Lead A/E Firm	Lead architecture and/or design engineering firm
Lead Contractor(s)	Contractor(s) in the Project Team who are responsible for procurement and oversight of construction and possibly Operation and Maintenance (“O&M”) functions
LEMIT / CMIT	Law Enforcement Management Institute of Texas / Corrections Management Institute of Texas
O&M	Operation and maintenance
Owner	Texas State University System or TSUS or System
PA	Project Agreement
PPP	Public Private Partnership (P3)
P3	Public Private Partnership (PPP)
Preferred Bidder	The entity selected as the preferred contracting entity via the RFP evaluation process
Prime Firm	The organization considered to be lead Respondent entity (if not a joint venture)
Project Facilities	The facilities operated by the Developer
Project Team	All key entities that comprise the Respondent organization
Respondent	The contracting organization/entity that submits the SOQ
RFQ	Request for Qualifications
RFP	Request for Proposals
SHSU	Sam Houston State University
SOQ	Statement of Qualifications
System	Texas State University System or TSUS or Owner
T&C’s	Terms and conditions
TAC	Texas Administrative Code
TSUS	Texas State University System or System or Owner
TDCJ	Texas Department of Criminal Justice
University	Sam Houston State University

SECTION 3 – EXECUTIVE SUMMARY

3.1 HISTORICAL BACKGROUND: Sam Houston State University (“University”) is a member of the Texas State University System and was created by the Texas Legislature in 1879 as Sam Houston Normal Institute to educate teachers for the public schools of Texas. Located in the historic town of Huntsville, the university is steeped in tradition and Texas hospitality. Named after Texas’ greatest hero [Sam Houston], it is the third-oldest state university, as well as the oldest teacher training institution in Texas.

In 1923, the institution’s name was changed to Sam Houston State Teachers College. Two years later, the college was admitted to membership in the Southern Association of Colleges and Schools (SACS) as an accredited institution of higher learning. A graduate degree was authorized in 1936, and the curriculum was expanded to emphasize preparation in a variety of fields.

Following World War II, an increase in students and faculty as well as a wide range of faculty-research activities provided impetus for the continued emergence of a multi-purpose institution. In recognition of these developments, the institution’s name was changed by the Texas Legislature to Sam Houston State College in 1965. The number of graduate degrees conferred increased significantly in the late 1960s; and the Texas Legislature, recognizing the

changes that had taken place, changed the name of the institution to Sam Houston State University in 1969.

In the 1970s, the University was granted permission to offer its first doctorate, a Ph.D. in criminal justice. This program grew to be one of the largest and most recognized doctoral programs in the country. In the 1980s and 1990s, the University completed a number of academic, athletic, and support facilities. With the improvement of faculty and facilities, the University set a vision to become one of the best regional universities in the country.

Currently SHSU is organized academically into seven colleges: Sciences, Business Administration, Criminal Justice, Education, Health Sciences, Fine Arts and Mass Communication, and Humanities and Social Sciences. Students are offered an extensive range of bachelor's and master's degrees, as well as doctorates in selected areas. The faculty and the University are recognized regionally, nationally, and internationally.

SHSU offers over 80 bachelor's degree programs, more than 50 master's degree programs, and six doctoral programs, including nationally-recognized programs in Business, Fine Arts, Education, Mathematics and Criminal Justice. SHSU is classified as a "Doctoral Research University" by the Carnegie Commission on Higher Education and was recently recognized by U.S. News and World Report for being among the best in the country for online graduate programs. In addition, the Carnegie Commission on Higher Education classified SHSU as a "Community Engaged" university. This honor has been awarded to 311 public institutions nationwide, and acknowledges the university's significant commitment to serving the community.

TSUS's Aa2 credit rating reflects its credibility and stature within the higher education marketplace. The University's Annual Financial Reports for the fiscal year ended August 31, 2016 are available online at <https://www.shsu.edu/dept/controller/associate/financial-reporting/shsu-annual-financial-reports.html>

For more than 137 years, Sam Houston State University has been preparing students for meaningful lives of achievement. Its motto, "The Measure of a Life is its Service," echoes across SHSU's seven colleges and beyond its Texas campus through student research, creative endeavors, service learning, volunteering and more. Sam Houston State University has touched the lives of countless graduates and helped shape the economic, social and cultural development of the state and nation.

- 3.2 **MISSION STATEMENT:** Sam Houston State University provides high quality education, scholarship, and service to qualified students for the benefit of regional, state, national and international constituencies.
- 3.3 **PROJECT DESCRIPTION AND SCOPE:** Key background information for the Project and a description of the Scope of Work is provided below.
 - 3.3.1 The University's goals for the Project are described below without any order of importance or preference:
 - 3.3.1.1 Provide a hotel and conference center facility to support professional development training programs (LEMIT, CMIT, Criminal Justice, etc.), University related special events (Board of Regents meetings, intercollegiate athletics visiting teams, etc.), community related special events, etc.
 - 3.3.1.2 Provide a personnel training facility to support employee development needs of the Texas Department of Criminal Justice ("TDCJ") that advances this critical University partnership.
 - 3.3.1.3 Work with a private provider in such a manner that provides a positive

financial return to the University over time.

- 3.3.1.4 Implement the Project as a P3 in accordance with the P3 Guidelines set forth by TSUS.
- 3.3.1.5 Be a good steward of natural resources and develop the Project with sustainability in mind.
- 3.3.1.6 Enter into a long-term contract that provides all parties with clear expectations.
- 3.3.1.7 Create win/win opportunities for the Respondent and the University.

3.3.2 Innovation Plaza and Proposed Site

The SHSU Innovation Plaza is located approximately 2 miles northwest of downtown Huntsville and the SHSU main campus. The site is at the edge of town near the intersection of Highway 75 and IH-45. Highway 75 provides a local route between the main campus and the Innovation Plaza. Visitors to the Innovation Plaza as well as commuters are likely to arrive on IH-45, where access to the south entrance can be gained along the northwest bound frontage road.



3.3.3 Scope of Work

3.3.3.1 Overview

The Developer Scope of Work is to design, construct, finance, operate and maintain the hotel, conference center and training facility. Included in the APPENDIX (p.29) of this RFQ to aid Respondents are the following documents:

- A link to: Exhibit A – SHSU Innovation Plaza Master Plan completed on May 28, 2014 by Broaddus Planning¹

¹ The program as outlined in the SHSU Innovation Plaza Master Plan completed on May 28, 2014 by Broaddus Planning has changed significantly from what is depicted in this document. This is being provided as Reference Only.

- A link to: Exhibit B – Proposed Select-Service Hotel Market Study completed on September 12, 2014 by HVS Consulting and Valuation Services²

3.3.3.2 Scope of Work Detail

The University intends to enter into one or more agreement(s) for the development, design, construction, finance, operation and maintenance of the Project. The anticipated payment concession structure will: (a) obligate Developer to (i) design and construct the Project according to agreed-upon specifications; (ii) invest and provide project financing; (iii) operate and maintain the Project and (iv) provide required reporting and customer service activities; and (b) grant Developer the right to receive lease payments according to the agreed-upon schedule for a number of years to be determined after substantial completion of the Project (which will include, among other things, that the Project is available for use), under the terms and conditions specified by the Owner.

The Innovation Plaza will consist of the following

- Hotel
- Conference Center
- TDCJ Training Center

SHSU anticipates the City of Huntsville participation (and Walker County participation is TBD) with utilities and road improvements as required. Additionally, tax abatement from the City as well as the County may be available, depending on the Respondent's ability to negotiate such terms.

In terms of Project specifications, the anticipated Project scope is outlined below:

Hotel and Conference Center:

- Provide a 150-200 key hotel at approximately 150,000 gross square feet (GSF) with expandability as necessary by an additional 50 keys for a total of 250 keys
- Provide a conference center at approximately 20,000 GSF that is potentially expandable by an additional 9,000 GSF
 - Should include pedestrian connectivity to hotel
 - Serving-type Kitchen
 - Seminar type space, flexible / reconfigurable

TDCJ Facility:

- The University will be the lessor for the TDCJ Facility and plans to sublease it to TDCJ. Intended use / configuration of this facility is TBD.
- The minimum TDCJ facility will need to provide approximately 15,000 – 18,000 GSF in a 1-2 story floor plan.
- The Developer is ***NOT*** required to operate and maintain this facility, rather this will be done by TDCJ.

² The dates as outlined in the Hotel Market Study dated September 12, 2014 prepared by HVS have changed from what is depicted in this document. This is being provided as Reference Only.

3.3.3.3 Financing

The Developer will be responsible for the formation of capital necessary to deliver the Project. The Owner does not have a preference for a specific financing structure. However, it is expected that financing for the Project will include a combination of equity and debt (third party provision of debt and bonds).

3.3.3.4 Operations and Maintenance

The Developer will be responsible for all facility and grounds related operations and maintenance costs (Hotel and Conference Center Only). The Developer is ***NOT*** required to operate the TDCJ facility, rather this will be done by TDCJ. Grounds for the TDCJ facility will be maintained by the Developer to ensure consistent presentation of the Project.

3.3.3.5 Billing/Customer Service

The Developer will negotiate an appropriate means and mechanism for Project invoicing. The Developer will be responsible for providing a negotiated level of customer service, inclusive of response and resolution of issues raised by the tenants within a contractually agreed time period.

3.3.3.6 Permitting

The Developer will be responsible for all permits, fees and approvals from authorities having jurisdiction for the contracted Project scope. The Owner will assist the Developer with all permit-related activities.

3.3.3.7 Handback

At the end of the contract term, and if the contract term is not extended, the Developer will convey all right, title and interest in the facilities (“Project Facilities”) to the Owner without further consideration and in good condition without deferred maintenance free of material defects or obvious neglect.

3.4 **PROJECT PLANNING SCHEDULE: Key Project planning schedule milestones are:**

Milestone	Expected Date
Owner releases RFQ	03/14/2018
Pre-Submittal Conference (MANDATORY)	03/29/2018
Deadline for Questions from Respondents	04/04/2018
SOQs Submitted	04/11/2018
Shortlisted Respondents notified	05/02/2018
RFP issued to Shortlisted Respondents	05/09/2018
RFPs Submitted	05/31/2018
Interviews of Shortlisted Respondents	06/20/2018
Preferred Developer Selected	06/25/2018
Negotiation Period with Preferred Developer	06/25/2018 – 10/15/2018 (110 Days)
TSUS Board of Regents Approval	11/15/2018

The schedule of events presented above represent a basic timeline. A final project timeline will be developed with the Owner at a later time.

SECTION 4 – REQUIREMENTS FOR STATEMENT OF QUALIFICATIONS (SOQ)

Respondents shall carefully read the information contained in the following criteria and submit complete SOQs responding to all questions in Section 4 formatted as directed in Section 5. Incomplete Qualifications will be considered non-responsive and are subject to rejection.

4.1 CRITERION ONE: RESPONDENT'S STATEMENT OF QUALIFICATIONS AND AVAILABILITY TO UNDERTAKE THE PROJECT

- 4.1.1 Provide a statement of interest for the Project including a narrative describing the brief history of and the unique qualifications of the Respondent (including the Prime Firm and other members of the Project Team) as they pertain to the Project.
- 4.1.2 Provide a statement on the availability and commitment of the Prime Firm and its principal(s) and professional team to undertake the Project.
- 4.1.3 Provide a graphic representation of the Project Team.

4.2 CRITERION TWO: PRIME FIRM'S ABILITY TO PROVIDE SERVICES

- 4.2.1 Provide the following information for the Prime Firm:
 - Legal name of the company as registered with the Secretary State of Texas, if applicable
 - Address of the office that will be providing services
 - Number of years in business
 - Type of Operation (Individual, Partnership, Corporation, Joint Venture, etc...)
 - Annual revenue totals for the past five (5) years
- 4.2.2 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.
- 4.2.3 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.
- 4.2.4 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.
- 4.2.5 Does any family, business or financial relationship exist between your firm and any System or University employee, officer or Regent? If so, please explain.
- 4.2.6 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.

4.3 **CRITERION THREE: PROJECT TEAM'S ABILITY TO PROVIDE SERVICES**

4.3.1 Describe, in graphic or written form, the proposed Project assignments and lines of authority and communication for principals and key professional members of the team involved in the Project. Indicate the estimated percent of time these individuals will be involved in the Project for design and construction.

4.3.2 Provide resumes (limit one page each) giving the experience and expertise of the professional members for the Prime Firm, Lead Contractor(s), Lead A/E Firm and each key sub-contractor 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.

4.4 **CRITERION FOUR: RESPONDENT'S PERFORMANCE ON PAST REPRESENTATIVE PROJECTS**

4.4.1 List three to five (3-5) projects for which the Project Team have provided services that are most directly related to the Project. If possible, provide project examples that involve:

- Design/construction of a hotel, conference center and training center facilities
- Design build delivery method
- O&M expertise
- Experience in university/public/commercial campus settings, specific examples of projects located within a university owned or affiliated professional development, research and service plaza should receive special attention
- Developer financing

4.4.2 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
- Actual Notice to Proceed and Substantial Completion dates for construction
- Description of professional services Prime Firm and contractors provided for the project
- Name of Project Manager (individual responsible for the overall success of the project)
- Sources of funding/financing

4.4.3 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, and operation and maintenance phases of the Project, including telephone number and email address
- Contractor's name and representative who served as the day-to-day liaison

- during the pre-construction and/or construction phase of the project, including telephone number and email address
- Length of business relationship with the Owner

References shall be considered relevant based on specific project participation and experience with the Prime Firm. 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 process.

4.5 **CRITERION FIVE: FINANCIAL REQUIREMENTS**

4.5.1 Provide information regarding any material changes in financial condition for the Project Team for the past three years and anticipated for the next reporting period.

4.5.2 Summarize the projects (maximum three (3) **additional** projects to the projects listed in Section 4.4) in which the Respondent has offered finance as part of a DBFOM or other concession or P3 solution.

Detail the Respondent's ability and demonstrated experience in:

- Providing financing for similar projects within specified financial closing time parameters;
- Providing financing for this Project by financial close;
- Financing a project utilizing offtake agreements and availability payments.

4.5.3 Describe your approach towards financing capital projects in the higher education or research industries in general, and the deliverability of that approach. Describe approach to allocating key project risks and providing financing for this particular project (including meeting budget restrictions), and how your approach will drive value for the Owner. In particular, based on experiences of design-build, DBFOM or similar P3 projects and of current market conditions, provide the following information:

- Provide your proposed risk allocation between team members and with the Owner, identify potential Project-specific risks, and potential solutions (regardless of risk ownership) that may arise during the development, design, construction and operation of the Project.
- Provide a conceptual plan that details how the Respondent intends to ensure an adequate level of commitment from potential finance providers, where relevant, for a timely and successful financial close. Include a list of anticipated timelines and milestones to obtain financial commitments and close a major project financing;
- Provide an explanation of the Respondent's contingency plans should there be a gap in the financing or should any potential finance provider not be in a position to provide its share of the financing;
- List any innovative financing transaction structures that will be used to submit a competitive price or achieve added value for money to the Owner, including benchmarking and other efforts to ensure reduced financing costs; and
- List any credit and budgetary issues that the Respondent has identified and any proposed innovative solutions.

- Describe the proposed mechanisms through which all parties would be incentivized to achieve efficiencies and operational cost savings.
- Finally, describe your proposed revenue sharing.

4.6 **CRITERION SIX: 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 UNIVERSITY'S OPTION, MAY RESULT IN TERMINATION OF ANY RESULTING CONTRACT OR PURCHASE ORDER.

- 4.6.1 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 University and Respondent; (3) the University has made no representation or warranty, written or oral, that one or more contracts with the University 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.
- 4.6.2 By signature hereon, Respondent offers and agrees to furnish to the University 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.
- 4.6.3 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.
- 4.6.4 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, or that the corporate Respondent is exempt from the payment of such taxes, or that the corporate Respondent is an out-of-state corporation that is not subject to the Texas Franchise Tax, whichever is applicable.
- 4.6.5 By signature hereon, the Respondent hereby certifies that neither the Respondent nor the firm, corporation, partnership or University 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.

- 4.6.6 By signature hereon, Respondent represents and warrants that:
- 4.6.6.1 Respondent is a reputable company regularly engaged in providing products and/or services necessary to meet the terms, conditions and requirements of the RFQ to satisfactorily perform the terms, conditions and requirements of the RFQ;
 - 4.6.6.2 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;
 - 4.6.6.3 Respondent, if selected by the University, will maintain insurance as required by the Contract;
 - 4.6.6.4 All statements, information and representations prepared and submitted in response to this RFQ are current, complete, true and accurate. Respondent acknowledges that the University will rely on such statements, information and representations in selecting the successful Respondent. If selected by the University as the successful Respondent, Respondent will notify the University immediately of any material change in any matters with regard to which Respondent has made a statement or representation or provided information.
- 4.6.7 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.
- 4.6.8 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).
- 4.6.9 By signature hereon, Respondent certifies as follows:
- 4.6.9.1 "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."
 - 4.6.9.2 "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."
- 4.6.10 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 University entering into any contract with Respondent.

- 4.6.11 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).
- 4.6.12 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.

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.

(Execution of Offer continues on next page)

4.6.13 **Execution of Offer:** RFQ for Developer, RFQ No. 758-18-06059 for Innovation Plaza: A Hotel, Conference, and Training Center for Sam Houston 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: _____

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)

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)*

4.6.14 **Acknowledgement of Addenda: Receipt is hereby acknowledged of the following addenda issued as part of this Solicitation (initial if any addenda were issued by the University).**

No. 1 _____ No. 2 _____ No. 3 _____ No. 4 _____ No. 5 _____

SECTION 5 – FORMAT FOR STATEMENT OF QUALIFICATIONS

5.1 GENERAL INSTRUCTIONS

- 5.1.1 The Statement of 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 University's needs.
- 5.1.2 The Statement of Qualifications shall be printed on letter size (8-1/2" x 11") paper and assembled with spiral-type bindings. **DO NOT USE METAL-RING HARD COVER BINDERS.**
- 5.1.3 The Statement of Qualifications shall include a Cover Page and a Table of Contents. Divider Tabs shall be used to separate and identify the response to each of the criteria listed in Section 4 of this RFQ. Number all pages of the submittal sequentially using Arabic numerals (1, 2, 3, etc.).
- 5.1.4 The Statement of Qualifications shall be a maximum of fifty (50) printed pages. Each printed side shall be considered one (1) page. The font size should be no smaller than 11-point, except for tables, which may be prepared using 10-point font. The cover, table of contents, divider sheets, resumes and Execution of Offer do not count as printed pages. However, resumes should be one-page per resume (maximum). Additional attachments shall NOT be included with the SOQs.
- 5.1.5 Incomplete Qualifications will be considered non-responsive and subject to rejection.
- 5.1.6 Qualifications and any other information submitted by Respondents in response to this RFQ shall become the property of the Owner.
- 5.1.7 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.
- 5.1.8 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 the Owner's best interest.
- 5.1.9 Qualifications shall consist of answers to questions identified in Section 4 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.

SECTION 6 – EVALUATION OF SOO AND SELECTION CRITERIA WEIGHTING

6.1 EVALUATION COMMITTEE

- 6.1.1 The Owner will identify a formal Evaluation Committee. This committee will score the SOQs using the pass/fail criteria described in 6.4 below.

6.2 EVALUATION OF SOQ

6.2.1 The Evaluation Committee will evaluate the SOQs submitted in response to this RFQ, based on the completeness of the information provided, and the business and technical merits related to the goals and requirements of the Owner. The Evaluation Committee will conduct a detailed review and evaluation of the Respondent and/or Project Team and all entities and/or organizations participating in providing the services described in this RFQ. The evaluation of proposals has two primary objectives: 1) to determine whether the Respondent meets the requirements set forth in this RFQ and 2) to determine whether the Respondent's past experience and approach to the Project will enable the Project to meet the Owner's goals. The Evaluation Committee will determine which firms will be interviewed. Interviews will be held at the discretion of the Owner.

6.3 RESPONSIVENESS

6.3.1 Each SOQ shall be reviewed for:

- a) the responsiveness of the respondent to the requirements set forth in this RFQ; and
- b) conformance to the RFQ instructions regarding organization and format.

Those SOQs deemed not responsive to this RFQ may be excluded from further consideration and the respondent will be notified. The Owner may also exclude from consideration any respondent whose submission contains a material misrepresentation.

6.4 PASS/FAIL REVIEW

6.4.1 Following or in conjunction with evaluation of each SOQ for responsiveness, The Owner shall evaluate each SOQ based upon the following pass/fail criteria. A Respondent must obtain a "pass" on all pass/fail items in order for its SOQ to progress to qualitative evaluation under Section 6.5.

6.4.1.1 Administrative/Legal

Respondents must satisfy the following pass/fail requirements:

- a) Signed Execution of Offer

6.4.1.2 Financial

Respondents must satisfy the following pass/fail requirements:

- b) Project Team has the financial capability to carry out the Project responsibilities potentially allocated to it as demonstrated by the materials provided in Section 4.7 of the RFQ.

6.4.1.3 Technical

- c) Respondent has the development, design, construction, operations, and maintenance capabilities and capacity to carry out the Project responsibilities.

6.5 QUALIFICATIONS EVALUATION CRITERIA AND WEIGHTING

6.5.1 The point distribution for the Technical portion of the evaluation (total of 100 points) is outlined below:

MAX Points	Criteria
10	1 – RESPONDENT’S STATEMENT OF QUALIFICATIONS AND AVAILABILITY TO UNDERTAKE THE PROJECT
20	2 – PRIME FIRM’S ABILITY TO PROVIDE THE SERVICES
20	3 – PROJECT TEAM’S ABILITY TO PROVIDE THE SERVICES
20	4 – RESPONDENT’S PERFORMANCE ON PAST REPRESENTATIVE PROJECTS
10	6 – RESPONDENT’S ABILITY TO IDENTIFY AND RESOLVE PROBLEMS ON PAST PROJECTS
20	7 – FINANCIAL REQUIREMENTS

6.6 CHANGES IN ORGANIZATION AND/OR PROJECT APPROACH

6.6.1 Changes in Respondent Organization

Subject to the limitations herein, the Owner may permit Shortlisted Respondents to add, delete or substitute team members and reorganize their teams during the procurement process unless the change results in actual or potential organizational conflicts of interest or renders Respondent Project Team, in the Owner’s sole determination, less qualified to develop the Project. Notwithstanding the foregoing, following submittal of the SOQs, the following actions may not be undertaken without the Owner’s prior written consent:

- (a) Deletion, substitution or change in composition of a Shortlisted Respondent Team Member identified in its SOQ or a change in the role or scope of work of a Team Member;
- (b) Deletion or substitution of personnel identified in Section 4.1 of SOQ or a change in the role or position of such personnel;

6.6.2 Changes in Project Approach

The Owner understands that as Respondents and the Owner continue their individual and collective efforts to analyze and develop optimal development, design, construction, operations, maintenance, and financing plans for the Project, it is likely that the approaches to such elements of the scope of work will change and evolve. The Owner wishes to encourage that evolution and continued focus by Respondents on the best facilities solutions for the Project. Accordingly, it is the Owner’s intention to use the approach to the Project only for purposes of evaluating the SOQs. Respondents may modify, alter and enhance their respective approaches to financing, development, design, construction, operations and maintenance in conjunction with their Proposals, subject to compliance with the requirements of the RFP. Respondents may not, however, change their approach to the Project in a way that renders the SOQ a misrepresentation of Respondent’s intentions and capabilities.

END OF REQUEST FOR QUALIFICATIONS

APPENDIX

Exhibit A – SHSU Innovation Plaza Master Plan

http://www.shsu.edu/dept/facilities-management/documents/SHSU_InnovationPlan_FINAL.pdf

Exhibit B – HVS Hotel Demand Study

http://www.shsu.edu/dept/facilities-management/avp-office/HVS-Market_Study_2014.pdf

Attachment 1



SAM HOUSTON STATE UNIVERSITY
Huntsville, Texas 77341

MEETING/PROJECT: P3 Innovation Plaza
DATE: March 6, 2018 10:00 AM

NAME	SIGNATURE	PRINCIPLE/RESPONDENT	COMPANY/DEPARTMENT	CITY/STATE	PHONE/CELL	E-MAIL ADDRESS
Peter Graves			TSUS	Austin		peter.graves@shsu.edu
Rob Roy Parnell			TSUS	Austin		robroy_parnell@tsus.edu
J. Carlos Hernandez, V.P.			SHSU - VPFO	Huntsville	936-294-2686	jch060@shsu.edu
Juan Nunez, Assoc. V.P.			SHSU - FPC	Huntsville	936-294-1910	juan.nunez@shsu.edu
Tessy Rappe, Assoc. VP			SHSU-VPFO	Huntsville	936-294-3188	str017@shsu.edu
David Verghese, Treasurer			SHSU- Treasurer	Huntsville	936-294-2507	dverghese@shsu.edu
Renee' Starns, Exec. Dir			SHSU- Business Serv.	Huntsville	936-294-1906	pur_ria@shsu.edu
Chad Huff, Assist. Dir			SHSU- FPC	Huntsville	936-294-1915	chadhuff@shsu.edu
Laci LeNorman			SHSU- FM	Huntsville	936-294-1869	LaciLeNorman@shsu.edu
Chuck Jones			SHSU - FPC	Huntsville	936-294-3677	cjones@shsu.edu
Terry Whitman			SHSU - FPC	Huntsville	214-693-3567	tnw017@shsu.edu
Bill Tidwell			SHSU - Business Serv.	Huntsville	936-294-1904	pur_wht@shsu.edu
Bob Chapa			SHSU- Business Serv.	Huntsville	(936)294-4670	ric001@SHSU.EDU
David Jackson Jr.			ALLIED-SCSS	Dallas	817-441-631-3335	djacksonjr@allied-scss.com
			ALLIED-SCSS			
			ALLIED-SCSS			
			ALLIED-SCSS			
			ALLIED-SCSS			
Dustan Foley			Webber Commercial Const.	The Woodlands		
			Braun Intertec Corporation	Houston		
Shannon Arnold		GATEHOUSE CAPITAL	Gatehouse Capital	Dallas	214-437-96226	arnolds@gatehousecapital.com
David Andrews			PGAL Arch			DLAndrews@pgal.com
Mishary Al-Sulaih			PGAL Arch	Houston		MAI-Sulaih@pgal.com
Kyley Harvey			UEB Builders			Kyleyh@ueb.net

NAME	SIGNATURE	PRINCIPLE/RESPONDENT	COMPANY/DEPARTMENT	CITY/STATE	PHONE/CELL	E-MAIL ADDRESS
David Snell			Matthews Southwest Hospitality LLC 515 SU Consortium Matthews Southwest Hospitality LLC		214 601 9006	david.snell@matthewssouthwest.com
Jerry Goff			Square One	Austin	512-784-5995	jpgoff@sq1.us
Earl Swisher			The Lawrence Group CHESTERFIELD HOTELS	Austin	5123911932	earl.swisher@thelawrencegroup.com
Mina Wassef			The Weitz Company	Houston	571-305-3518	Mina.Wassef@weitz.com
NICK DWYER			ANSLAW BRYANT	HOUSTON	713 828 1859	NICK.DWYER@ANSLAWBRYANT.COM
David Needle			Collaborate Architect,	Houston	815-7402997	dneedle@collaborate-llc.com
Bob Eaton			Flintco	Houston	281-870 9487	bob.eaton@flintco.com
Amy Moen			HOK	Houston TX	832 289 6105	amy.moen@hok.com
SAM SPROUSE			BROADBUS	HOUSTON TX	832/808-2246	SSPROUSE@BROADBUSUSA.COM
Emily Lopez			4b technology group	Houston TX	713 907 9371	emily.lopez@4btechnology.com
DONNA COUSSONS			ENLIGHT HAINES WHALEY CARDNO	HOUSTON TX	832-391-7001	donna.coussons@cardno.com
Trey Bartsch			Kirksey Architecture	Houston, TX	113 850 9600	treyb@kirksey.com
Drew Prochaska			DDR Construction	Houston, TX	281-615-2236	drewp@DDR.com
John Ross Hicks			DATA Com DESIGN	AUSTIN, TX	512 478 6001	JHICKS@DATACOMDESIGN.COM
Michael Hernandez			Brown Intertec Corp.	HOUSTON, TX	936-648 2024	mhernandez@brownintertec.com
KEVIN KRAMER			GTT	CONDIE, TX	936-441-8282	KKRAMER@GTTCONSTRUCTION.COM
Dawn Landry		Fore Manhattan Construction	Authenticity, LLC	Houston, TX	281-914-1930	dlandry@authenticity.com
Mina Wassef			The Weitz Company			
DUSTAN FOLEY			WEBBER COMMERCIAL	THE WOODLANDS TX	619-781-2867	dfoley@wwelober.com

Addendum No. 4

Issued July 23, 2018

REQUEST FOR QUALIFICATIONS FOR DEVELOPER FOR

**SAM HOUSTON STATE UNIVERSITY
HUNTSVILLE, TEXAS**

INNOVATION PLAZA: A Hotel, Conference and Training Center

RFQ No.:

758-18-06059

Notice To All Respondents:

The following is Addendum No. 4 to the Request for Qualifications (RFQ)
Addendum No. 3 was posted on April 5, 2018
Addendum No. 2 was posted on April 2, 2018
Addendum No. 1 was posted on March 26, 2018
ESBD Posting No. 758-18-06059 was posted on March 14, 2018

Prepared By:

*Rob Roy Parnell, Deputy Vice Chancellor for Capital Projects Administration
Texas State University System
601 Colorado Austin, TX 78701 (512) 463-1808
512-463-1808
robroy.parnell@tsus.edu*

I. GENERAL:

A. Notification of Owner's financial non-participation of demographic study.

1. The purpose of this Addendum is to notify both short-listed Respondents that the Owner will not provide financial assistance or participation related to expenses incurred in preparation of Respondents' demographic study. Respondent shall be responsible for any and all expenses related to their respective demographic studies in response to this Request for Qualifications/Proposal.
2. If for any reason the Respondent declines to continue with the solicitation process, Respondent shall notify the Owner in writing within (2) two business days of receipt this Addendum. The date, time and contact information is provided below.

Written Notification Due: July 25, 2018 - 5:00 p.m. (C.D.T)

Addressed To: Mr. Rob Roy Parnell, AIA, RAS
Deputy Vice Chancellor for Capital Projects Administration
Texas State University System
601 Colorado
Austin, TX 78701
Email: robroy.parnell@tsus.edu

B. Submission of Draft RFP.

1. The Respondents shall review the draft RFP and provide any comments related to 1.8 of the revised Project Planning Schedule no later than Wednesday, July 25, 2018, 5:00 p.m. (C.D.T.)

-END OF ADDENDUM NO. 4-

**REQUEST FOR PROPOSALS
FOR
SHORT-LISTED
DEVELOPER
FOR
SAM HOUSTON STATE UNIVERSITY
HUNTSVILLE, TEXAS**

**INNOVATION PLAZA:
A Hotel, Conference and
Training Center**

For the Previously Issued RFQ No.:

758-18-06059

Submission Due Date:

September 6, 2018, 2:00 p.m. (C.D.T.)

Prepared By:

Rob Roy Parnell, Deputy Vice Chancellor for Capital Projects Administration
Texas State University System
601 Colorado
Austin, Texas 78701-2407
512-463-1808
robroy.parnell@tsus.edu

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- 5.1 Exhibit A - (Respondent's information required for the Owner to conduct a Value for Money Analysis for purposes of concluding negotiations and a subsequent Agreement with the Best Value Respondent).

**REQUEST FOR PROPOSALS FOR
P3–Innovation Plaza: A Hotel, Conference and Training Center
Sam Houston State University – Huntsville, Texas
For the Previously Issued RFQ No. 758-18-06059**

SECTION 1 – GENERAL INFORMATION & REQUIREMENTS

- 1.1 **GENERAL INFORMATION:** The Texas State University System (Owner) and **Sam Houston State University** (University) are soliciting proposals (Proposals) for selection of a Developer for the **P3–Innovation Plaza: A Hotel, Conference and Training Center** (“Project”), in accordance with the terms, conditions, and requirements set forth in this Request for Proposals.
- 1.1.1 This Request for Proposals (“RFP”) is the second step in the process for selecting a Developer for the Project. The Owner is soliciting RFP’s from **two (2)** of the most qualified respondents to the previous RFQ. This RFP provides the information required to submit Proposals. The Developer is responsible for providing all information in this RFP that allows the Owner to analyze data including but not limited to financial pro-formas, source of funding, brand name of hotel, timelines associated with design documents, completion of construction activity and start date of operation. Said data shall be submitted as Exhibit A with the Respondent’s Pricing and Delivery Proposal as part of the response to this RFP.
- 1.1.2 In accordance with 1.1.3 of the RFQ and Section 1.8.3 of this RFP, the Owner shall conduct interviews with all Shortlisted Respondents, pursuant to which the Owner anticipates selecting one (1) of the Shortlisted Respondents to be the Preferred Bidder for final award of a contract. The Owner will ***negotiate*** the final contract terms and conditions with the Preferred Bidder.
- 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 (79th 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 a contract that will be distributed to Respondents prior to date of the deadline date identified in Section 1.5.2 of this RFP.
- 1.4 **CLARIFICATIONS AND INTERPRETATIONS:** Any clarifications or interpretations of this RFP that materially affect or change its requirements will be issued by the Owner as an addendum. All such addenda issued by the Owner before the Proposals are due will become part of the RFP, and respondents shall acknowledge receipt of and incorporate each addendum in its Proposal.
- 1.4.1 Respondents shall consider only those clarifications and interpretations that the Owner issues by addenda five (5) days prior to the submittal deadline (see Section 1.8 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 Proposals.

1.5 **SUBMISSION OF PROPOSALS:**

1.5.1 The proposal must be received **at the address specified** herein prior to the deadline. 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 System Office.

1.5.2 **DEADLINE, AND LOCATION:** The Owner will receive Proposals, for the P3-Innovation Plaza: A Hotel, Conference and Training Center at Sam Houston State University at the time and location described below.

September 6, 2018 – 2:00 p.m. (Central Daylight Time)

Rob Roy Parnell, AIA, RAS
 Deputy Vice Chancellor for Capital Projects Administration
 Texas State University System
 601 Colorado
 Austin, Texas 78701

1.5.3 Submit (5) five identical copies of the Proposal.

1.5.4 Late received Proposals will be returned to the respondent unopened.

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

1.5.6 Properly submitted Proposals will not be returned to respondents.

1.5.7 Proposal 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 RFP number, and the name and return address of the respondent.

1.6 **POINT-OF-CONTACT:** Refer to the previously issued RFQ.

1.7 **EVALUATION OF PROPOSAL:** The evaluation of the Proposals shall be based on the Respondent’s Exhibit A Submission, subsequent interviews and Best and Final Offer negotiations.

1.8 **REVISED PROJECT PLANNING SCHEDULE:**

- 1.8.1 Addendum No. 4 Submitted to Short-Listed Respondents July 23, 2018
- 1.8.2 RFP Submission Due Date.....September 6, 2018
- 1.8.3 Interviews with Short-Listed RespondentsSeptember 9, 2018
- 1.8.4 Owner Concludes Value For Money Analysis..... October 5, 2018
- 1.8.5 Best and Final Offer with Highest-Ranked Respondent October 9, 2018
- 1.8.6 Full Business Case Submitted to the Board of Regents November 15, 2018
- 1.8.7 Owner Executes Agreement.....December 13, 2018

The submitted Exhibit A by each respondent shall include data including but not limited to financial pro-formas, source of funding, brand name of hotel, timelines associated with design documents, completion of construction activity and start date of operation.

- 1.9 **OWNER’S RESERVATION OF RIGHTS:** The Owner may evaluate the Proposals 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 Proposals 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 Contract with any respondent to this RFP for any project and no such representation is intended or should be construed by the issuance of this RFP.
- 1.10 **ACCEPTANCE OF EVALUATION METHODOLOGY:** By submitting its Proposal in response to this RFP, respondent accepts the evaluation process and acknowledges and accepts that determination of the “best value” firm will require subjective judgments by the Owner.
- 1.11 **NO REIMBURSEMENT FOR COSTS:** Respondent acknowledges and accepts that any costs incurred from the respondent’s participation in this RFP shall be at the sole risk and responsibility of the respondent.
- 1.12 **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 (79th Legislature 2015), the contract resulting from this solicitation will be posted on the Owner’s website.

SECTION 2 – (NOT USED)

SECTION 3 – REQUIREMENTS FOR PROPOSAL

Respondents shall carefully read the information below and format Proposal as directed in Section 4. Incomplete responses will be considered non-responsive.

3.1 RESPONDENT’S PRICING AND DELIVERY PROPOSAL

Proposal of: _____
 (Respondent’s Company Name)

To: Brian McCall, Ph.D.
 Chancellor
 Texas State University System
 Austin, Texas

Project Name: P3-Innovation Plaza: A Hotel, Conference and Training Center
 Sam Houston State University – Huntsville, Texas
 RFP for the previously issued RFQ No. 758-18-06059

3.2 Having carefully examined all the requirements of the previously issued RFQ, this RFP, the proposed form of Agreement, and any attachments to them, the undersigned proposes to furnish the public-private partnership services as agreed upon by the terms and conditions of Exhibit A included herein for all purposes.

3.3 AWARD OF CONTRACT AND COMMENCEMENT OF SERVICES: The undersigned agrees to execute the Contract after notification that the Respondent has been identified by the Owner as the Respondent with the “best value” Proposal, and to commence services on or before the commencement date stated by the Owner in a Notice to Proceed. The Owner reserves the right to accept or reject and all Proposals and to waive proposal irregularities. Proposals shall be valid and not withdrawn for a period of ninety (90) days from the date of opening thereof. However, Respondent may extend the date that the proposal will remain valid for consideration by the Owner.

Respectfully Submitted and Certified By:

(Respondent’s Printed Name)	(Title)
(Authorized Signature)	(Date)
(Email Address) required for RFP Notification	(Date)
(Phone Number)	

State of Texas Tax Account No. _____

SECTION 4 – FORMAT OF PROPOSALS

4.1 GENERAL INSTRUCTIONS

- 4.1.1 Proposals shall be prepared **SIMPLY AND ECONOMICALLY**, providing a straightforward, **CONCISE** description of the respondent's ability to meet the requirements of this RFP. Emphasis shall be on the **QUALITY**, completeness, clarity of content, responsiveness to the requirements, and an understanding of Owner's needs.
- 4.1.2 Proposals shall be a **MAXIMUM OF SEVENTY-FIVE (75) PRINTED PAGES**. The cover, table of contents, divider sheets, Pricing and Delivery Proposal do not count as printed pages.
- 4.1.3 Respondents shall carefully read the information contained in this RFP and submit a complete response to all requirements and questions as directed. Incomplete Proposals will be considered non-responsive and subject to rejection.
- 4.1.4 Proposals and any other information submitted by respondents in response to this RFP shall become the property of the Owner.
- 4.1.5 Proposals that are qualified with conditional clauses, alterations, items not called for in the RFP 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 RFP. The Owner reserves the right to accept or reject any or all Proposals, waive any formalities or minor technical inconsistencies, or delete any item/requirements from this RFP when deemed to be in Owner's best interest.
- 4.1.7 Failure to comply with all requirements contained in this Request for Proposals may result in the rejection of the Proposals.

4.2 PAGE SIZE, BINDING, DIVIDERS AND TABS:

- 4.2.1 Proposals 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.**

SECTION 5 – ATTACHMENTS TO THIS RFP

- **Exhibit A** - (Respondent's information required for the Owner to conduct a Value for Money Analysis for purposes of concluding negotiations and a subsequent Agreement with the Best Value Respondent).

- END OF REQUEST FOR PROPOSALS -

Addendum No. 1

Issued March 26, 2018

REQUEST FOR QUALIFICATIONS FOR DEVELOPER FOR

**SAM HOUSTON STATE UNIVERSITY
HUNTSVILLE, TEXAS**

INNOVATION PLAZA: A Hotel, Conference and Training Center

RFQ No.:

758-18-06059

Notice To All Respondents:

The following is Addendum No. 1 to the Request for Qualifications (RFQ)
ESBD Posting No. 758-18-06059 was posted on March 14, 2018

Prepared By:

*Peter E. Graves, Vice Chancellor for Contract Administration
Texas State University System
601 Colorado Austin, TX 78701 (512) 463-1808
512-463-1808
peter.graves@tsus.edu*

I. GENERAL:

A. Below are the Questions that were presented along with Answers to each in relation to this RFQ as of March 26, 2018.

1. **Question:** Is it the intent of the Texas State University System to master lease the entire project (Hotel + Convention Center + TDCJ Training Facility) from a developer or just the TDCJ facility? In other words, who is taking the hotel occupancy and event revenue risk for the hotel and convention center - TSUS or the developer?

Answer: The developer.

2. **Question:** Is it the intent of TSUS for a developer to include a flag (hotel operator) on his/her development team? Does TSUS have a preference for the type of hotel operator being sought?

Answer: A flag hotel operator is preferred, but will explore other options.

3. **Question:** With this RFQ being a joint private/public project, do you know who will subsequently be selecting the testing firms, etc. (the university or the developer)?

Answer: The successful respondent to the RFQ will be responsible for all Quality Control and Quality Assurance requirements as agreed to by the parties.

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

Addendum No. 2

Issued April 2, 2018

REQUEST FOR QUALIFICATIONS FOR DEVELOPER FOR

**SAM HOUSTON STATE UNIVERSITY
HUNTSVILLE, TEXAS**

INNOVATION PLAZA: A Hotel, Conference and Training Center

RFQ No.:

758-18-06059

Notice To All Respondents:

The following is Addendum No. 2 to the Request for Qualifications (RFQ)
Addendum No. 1 was posted on March 26, 2018
ESBD Posting No. 758-18-06059 was posted on March 14, 2018

Prepared By:

*Peter E. Graves, Vice Chancellor for Contract Administration
Texas State University System
601 Colorado Austin, TX 78701 (512) 463-1808
512-463-1808
peter.graves@tsus.edu*

I. GENERAL:

- A.** The mandatory Pre-Proposal Conference was held on March 29, 2018, at the Sam Houston State University Facilities Management Building, Main Conference Room 107. The Attendance Sign-In Sheets are included as part of this Addendum.

Attachments:

- (1) Pre-Proposal Attendance Sign-In Sheets

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

Attachment 1



SAM HOUSTON STATE UNIVERSITY
Huntsville, Texas 77341

MEETING/PROJECT: P3 Innovation Plaza
DATE: March 6, 2018 10:00 AM

NAME	SIGNATURE	PRINCIPLE/RESPONDENT	COMPANY/DEPARTMENT	CITY/STATE	PHONE/CELL	E-MAIL ADDRESS
Peter Graves			TSUS	Austin		peter.graves@shsu.edu
Rob Roy Parnell			TSUS	Austin		robroy_parnell@tsus.edu
J. Carlos Hernandez, V.P.			SHSU - VPFO	Huntsville	936-294-2686	jch060@shsu.edu
Juan Nunez, Assoc. V.P.			SHSU - FPC	Huntsville	936-294-1910	juan.nunez@shsu.edu
Tessy Rappe, Assoc. VP			SHSU-VPFO	Huntsville	936-294-3188	str017@shsu.edu
David Verghese, Treasurer			SHSU- Treasurer	Huntsville	936-294-2507	dverghese@shsu.edu
Renee' Starns, Exec. Dir			SHSU- Business Serv.	Huntsville	936-294-1906	pur_ria@shsu.edu
Chad Huff, Assist. Dir			SHSU- FPC	Huntsville	936-294-1915	chadhuff@shsu.edu
Laci LeNorman			SHSU- FM	Huntsville	936-294-1869	LaciLeNorman@shsu.edu
Chuck Jones			SHSU - FPC	Huntsville	936-294-3677	cjones@shsu.edu
Terry Whitman			SHSU - FPC	Huntsville	214-693-3567	tnw017@shsu.edu
Bill Tidwell			SHSU - Business Serv.	Huntsville	936-294-1904	pur_wht@shsu.edu
Bob Chapa			SHSU- Business Serv.	Huntsville	(936)294-4670	ric001@SHSU.EDU
David Jackson Jr.			ALLIED-SCSS	Dallas	817-441-631-3335	djacksonjr@allied-scss.com
			ALLIED-SCSS			
			ALLIED-SCSS			
			ALLIED-SCSS			
			ALLIED-SCSS			
Dustan Foley			Webber Commercial Const.	The Woodlands		
			Braun Intertec Corporation	Houston		
Shannon Arnold		GATEHOUSE CAPITAL	Gatehouse Capital	Dallas	214-437-96226	arnolds@gatehousecapital.com
David Andrews			PGAL Arch			DLAndrews@pgal.com
Mishary Al-Sulaih			PGAL Arch	Houston		MAI-Sulaih@pgal.com
Kyley Harvey			UEB Builders			Kyleyh@ueb.net

NAME	SIGNATURE	PRINCIPLE/RESPONDENT	COMPANY/DEPARTMENT	CITY/STATE	PHONE/CELL	E-MAIL ADDRESS
David Snell			Matthews Southwest Hospitality LLC 515 SU Consortium Matthews Southwest Hospitality LLC		214 601 9006	david.snell@matthewssouthwest.com
Jerry Goff			Square One	Austin	512-784-5995	jgoff@sq1.us
Earl Swisher			The Lawrence Group CHESTERFIELD HOTELS	Austin	5123911932	earl.swisher@thelawrencegroup.com
Mina Wassef			The Weitz Company	Houston	571-305-3518	Mina.Wassef@weitz.com
NICK DWYER			ANSLAW BRYANT	HOUSTON	713 828 1859	NICK.DWYER@ANSLAWBRYANT.COM
David Needle			Collaborate Architect,	Houston	815-7402997	dneedle@collaborate-llc.com
Bob Eaton			Flintco	Houston	281-870 9487	bob.eaton@Flintco.com
Amy Moen			HOK	Houston TX	832 289 6105	amy.moen@hok.com
SAM SPROUSE			BROADBUS	HOUSTON TX	832/808-2246	SSPROUSE@BROADBUSUSA.COM
Emily Lopez			4b technology group	Houston TX	713 907 9371	emily.lopez@4btechnology.com
DONNA COUSSONS			ENLIGHTENED PARTNERSHIP CARDNO	HOUSTON TX	832-391-7001	donna.coussons@cardno.com
Trey Bartsch			Kirksey Architecture	Houston, TX	113 850 9600	trey@kirksey.com
Drew Prochaska			DDR Construction	Houston, TX	281-615-2236	drewp@DDR.com
John Ross Hicks			DATA Com DESIGN	AUSTIN, TX	512 478 6001	JHICKS@DATACOMDESIGN.COM
Michael Hernandez			Brown Intertec Corp.	HOUSTON, TX	936-648 2024	mhernandez@brownintertec.com
KEVIN KRAMER			GTT	CONDIE, TX	936-441-8282	KKRAMER@GTTCONSTRUCTION.COM
Dawn Landry		Fore Manhattan Construction	Authenticity, LLC	Houston, TX	281-914-1930	dlandry@authenticity.com
Mina Wassef			The Weitz Company			
DUSTAN FOLEY			WEBBER COMMERCIAL	THE WOODLANDS TX	619-781-2867	dfoley@webber.com

Addendum No. 3

Issued April 5, 2018

REQUEST FOR QUALIFICATIONS FOR DEVELOPER FOR

**SAM HOUSTON STATE UNIVERSITY
HUNTSVILLE, TEXAS**

INNOVATION PLAZA: A Hotel, Conference and Training Center

RFQ No.:

758-18-06059

Notice To All Respondents:

The following is Addendum No. 3 to the Request for Qualifications (RFQ)
Addendum No. 2 was posted on April 2, 2018
Addendum No. 1 was posted on March 26, 2018
ESBD Posting No. 758-18-06059 was posted on March 14, 2018

Prepared By:

*Peter E. Graves, Vice Chancellor for Contract Administration
Texas State University System
601 Colorado Austin, TX 78701 (512) 463-1808
512-463-1808
peter.graves@tsus.edu*

I. GENERAL:

A. Below are the Questions that were presented along with Answers to each in relation to this RFQ as of April 4, 2018, 12:00 p.m.:

1. **Question:** The RFP scope includes a 150-200 key hotel however the market study provided is modeled on 100 keys. Will a new hotel market study be provided?
Answer: No, SHSU will not be performing another market study.
2. **Question:** The RFP scope also includes the requirement for conference center of approximately 20,000 sq. feet while the hotel market study models 1200 square feet of meeting space. Has another study been performed to indicate the demand for the larger amount of meeting space?
Answer: No subsequent study has been performed, or is planned by SHSU.
3. **Question:** The market study indicates the construction of a limited service hotel, is this the desired quality level of the hotel to be designed and constructed?
Answer: Refer to description as provided in 3.3.4.2 of the RFQ.

- **END OF ADDENDUM NO. 3** -

Addendum No. 4

Issued July 23, 2018

REQUEST FOR QUALIFICATIONS FOR DEVELOPER FOR

**SAM HOUSTON STATE UNIVERSITY
HUNTSVILLE, TEXAS**

INNOVATION PLAZA: A Hotel, Conference and Training Center

RFQ No.:

758-18-06059

Notice To All Respondents:

The following is Addendum No. 4 to the Request for Qualifications (RFQ)

Addendum No. 3 was posted on April 5, 2018

Addendum No. 2 was posted on April 2, 2018

Addendum No. 1 was posted on March 26, 2018

ESBD Posting No. 758-18-06059 was posted on March 14, 2018

Prepared By:

*Rob Roy Parnell, Deputy Vice Chancellor for Capital Projects Administration
Texas State University System*

601 Colorado Austin, TX 78701 (512) 463-1808

512-463-1808

robroy.parnell@tsus.edu

I. GENERAL:

A. Notification of Owner's financial non-participation of demographic study.

1. The purpose of this Addendum is to notify both short-listed Respondents that the Owner will not provide financial assistance or participation related to expenses incurred in preparation of Respondents' demographic study. Respondent shall be responsible for any and all expenses related to their respective demographic studies in response to this Request for Qualifications/Proposal.
2. If for any reason the Respondent declines to continue with the solicitation process, Respondent shall notify the Owner in writing within (2) two business days of receipt this Addendum. The date, time and contact information is provided below.

Written Notification Due: July 25, 2018 - 5:00 p.m. (C.D.T)

Addressed To: Mr. Rob Roy Parnell, AIA, RAS
Deputy Vice Chancellor for Capital Projects Administration
Texas State University System
601 Colorado
Austin, TX 78701
Email: robroy.parnell@tsus.edu

B. Submission of Draft RFP.

1. The Respondents shall review the draft RFP and provide any comments related to 1.8.1 of the revised Project Planning Schedule no later than Wednesday, July 25, 2018, 5:00 p.m. (C.D.T.)

-END OF ADDENDUM NO. 4-

Addendum No. 1

Issued August 13, 2018

REQUEST FOR PROPOSALS

FOR

SHORT-LISTED

DEVELOPER

FOR

SAM HOUSTON STATE UNIVERSITY

HUNTSVILLE, TEXAS

INNOVATION PLAZA:

A Hotel, Conference and

Training Center

For the Previously Issued RFQ No.:

758-18-06059

Notice To All Respondents:

The following is Addendum No. 1 to the 2nd Step Request for Proposals (RFP)
Request for Proposals was originally submitted on July 23, 2018

Prepared By:

*Rob Roy Parnell, Deputy Vice Chancellor for Capital Projects Administration
Texas State University System
601 Colorado Austin, TX 78701 (512) 463-1808
512-463-1808
robroy.parnell@tsus.edu*

I. REVISION:

A. Addendum No. 4 of the Request for Qualifications included the submission of the 2nd Step Request for Proposals (RFP). Below is the first addendum to the 2nd Step RFP.

1) Section 1.8.3, Interviews with Short-Listed Respondents shall change from September 9, 2018 to **September 13, 2018.**

1.8 REVISED PROJECT PLANNING SCHEDULE:

<i>1.8.1</i>	<i>Addendum No. 4 Submitted to Short-Listed Respondents</i>	<i>July 23, 2018</i>
<i>1.8.2</i>	<i>RFP Submission Due Date</i>	<i>September 6, 2018</i>
<i>1.8.3</i>	<i>Interviews with Short-Listed Respondents ... September 9, 2018 — September 13, 2018</i>	
<i>1.8.4</i>	<i>Owner Concludes Value For Money Analysis</i>	<i>October 5, 2018</i>
<i>1.8.5</i>	<i>Best and Final Offer with Highest-Ranked Respondent.....</i>	<i>October 9, 2018</i>
<i>1.8.6</i>	<i>Full Business Case Submitted to the Board of Regents</i>	<i>November 15, 2018</i>
<i>1.8.7</i>	<i>Owner Executes Agreement.....</i>	<i>December 13, 2018</i>

-END OF ADDENDUM NO. 1 RFP-