



Request for Proposal

CMAR

RFP769-23-157225ER

**CCAP 2022 Gibson Library 2nd, 3rd, 4th Floor
Renovation & MET 4th Floor Renovation**



UNT SYSTEM STRATEGIC INFRASTRUCTURE, PLANNING & CONSTRUCTION

- Pre-Proposal Meeting
- Wednesday, July 26, 2023 @ 3:00p.m.



AGENDA

- INTRODUCTIONS
- PROJECT DESCRIPTION
- SUBMISSION REQUIREMENTS/CRITERION
- HISTORICALLY UNDERUTILIZED BUSINESSES (HUB)
- SELECTION PROCESS/SCHEDULE
- REQUIREMENTS
- QUESTIONS



PROJECT DESCRIPTION

- These two (2) projects are located at the Health Science Center campus in Fort Worth, Texas.
- **Project 1** – Gibson Library is a renovation of floors, 2, 3 & 4 of approximately 23,000gsf. Renovation includes finishes, flooring, evaluation of stairs, assessment of space utilization concerns & furnishings. Anticipated substantial completion December 2024.
- **Project 2** - MET is a renovation of the 4th floor of approximately 11,300gsf. Renovation is to convert existing space into the new Nursing School Dean’s Suite. Renovation will consist of private offices, hybrid classroom space, breakroom, open spaces, and conference/huddle rooms. Anticipated substantial completion June 2024.
- Site visit will be conducted on Tuesday, August 1, 2023 at 1:30pm at HSC campus, 3500 Camp Bowie Blvd, Fort Worth, Texas. We will meet at Gibson Library lobby to tour that building first; parking can be in Lot 6 on Clifton Street. No other site visits will be conducted.



SUBMISSION REQUIREMENTS/CRITERION

- Proposed fees.
- Ability to obtain bond for both projects- Letter from Bonding Company
- Respondent & proposed team's experience & capability to perform pre-construction services & construction management services.
- Project execution plan & technical competence as a construction manager.
- Utilization of cost estimating & construction cost control plan insuring budget not exceeded.
- Utilization of construction scheduling throughout design & construction phases.
- Capability to perform a quality control process during entire project duration.
- Job site safety record.



SUBMISSION REQUIREMENTS/CRITERION – cont'd

- HUB Sub-contracting policies & approach – Criterion G.
(Please be sure to read this criteria and address in your response. As noted in this section, Item 1, is asking your company to meet or exceed the UNT System **HUB goal of 28% for building construction.**
- Understanding & ability to partner with Owner to support the community, mission & vision of campus & project.



THE HISTORICALLY UNDERUTILIZED BUSINESS PROGRAM

“Criterion G – Respondent’s HUB Subcontracting policies and approach.”



Agenda

- What is a Historically Underutilized Business
- State of Texas and UNT System HUB Goals
- Criteria G
- Where to go for help



What is a Historically Underutilized Business (HUB)?

It is at least 51% owned by an Asian Pacific American, Black American, Hispanic American, Native American, American woman and/or Service Disabled Veteran, who reside in Texas and actively participate in the control, operations and management of the entity's affairs.



What is a HUB?

- It is certified by the State of Texas.
- It is a for-profit entity that has not exceeded the size standards prescribed by 34 TAC §20.23, and has its principal place of business in Texas.



State of Texas and UNT System HUB Utilization Goals

- ***Building Construction – 21.1%***
- Special Trade Construction – 32.9%
- Professional Services – 23.7%
- Other Services – 26%
- Commodities – 21.1%



Is HUB Utilization an Evaluation Criteria?

- “Criteria for Award”
 - “9. Criterion G – Respondent’s HUB Subcontracting policies and approach.”
- The UNT System strongly supports the State of Texas HUB utilization goals.



Assistance is Available

- Rosa Violante – Asst. HUB Coordinator & Outreach Specialist or
- Sony Simon – Asst. HUB Coordinator & Outreach Specialist
- Email: hub@untsystem.edu
- Web: <https://finance.untsystem.edu/vendor-resources/hub-program/index.php>
- Fillable Electronic Form at:
<http://comptroller.texas.gov/procurement/prog/hub/hub-forms/hub-sbcont-plan--allfms.pdf>



SELECTION PROCESS

- Responses are due Monday, August 21, 2023 @ 1:00p.m.
- Public opening virtually on Monday, August 21, 2023 @ 2:00p.m.
- **Please submit your response electronically via the link below:**
<https://bids.scquest.com/apps/Router/PublicEvent?CustomerOrg=UNTS>.
- QR codes will not be accepted as part of your response.
- Anticipate contract complete September 2023 with CM Pre-Con Services authorized in September 2023.



CONTRACT

- A sample contract is included in the solicitation package. We have included the sample contract so it can be reviewed by your company and, if selected, you know what you will be signing and agreeing to.
- Make sure you have reviewed the contract as NO CHANGES to the contract will be accepted.



REQUIREMENTS

- Provide a single point of contact with phone number and email.
- Make sure you address each criteria listed in Document 002400. Scope for Proposal which starts on Page 16 of the pdf. document, “Criteria for Award”.
- NOTE: Please read the criterion as there is a lot of items to address in your response in addition to some new information that has been added in this section.
- This solicitation is 2 projects combined into 1 solicitation. There will be a contract issued separately for each project.
- Complete Document 004100, Proposal Form and make sure it is signed. Note: there is space on the Proposal Form for pricing for each project.



QUESTIONS

- Questions should be directed to Elaine Robbins, Construction Contract Coordinator II – please email questions to:
Elaine.robbs@untsystem.edu
- NOTE: If you submit questions thru the Jaggaer website, please list all of your questions on 1 page and upload to submit or better yet, **just directly email your list of questions to me.**
- Questions must be received by August 8, 2023 by 2:00p.m. – questions & answers will be posted to UNT System website by August 10, 2023 by 5:00p.m.
- Questions & answers and any addendums will be posted to:
<https://finance.untsystem.edu/vendor-resources/bid-inquiry/bid-opportunities.php> ,
<https://bids.sciquest.com/apps/Router/PublicEvent?CustomerOrg=UNTS>,
and <http://www.txsmartbuy.com/sp>