



INDEFINITE DELIVERY INDEFINITE QUANTITY AGREEMENT

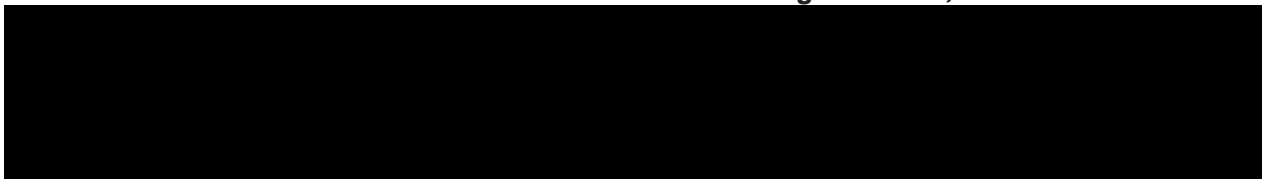
SERVICE ORDER

This Service Order is governed by all terms and conditions contained in the underlying Indefinite Delivery Indefinite Quantity (IDIQ) Agreement, which was entered into by the University of North Texas System and by **ReStl Engineers TX, LLC** effective as of **August 26, 2019** pursuant to **RFQ769-19-922ER**. This IDIQ Service Order shall be effective as of the last date of signature below.

The attached proposal for **MEP Design Services for the Life Science A Autoclave Renovation project**, dated **November 19, 2020** in the amount of **\$67,115.00** and incorporated herein by reference for all purposes, includes a description of the Statement of Work to be performed under this Service Order (“Work”) and the negotiated fixed-price lump sum to be paid for all Work performed under this Service Order. Any additional terms and conditions in the proposal in variance from the terms of the IDIQ Agreement and this Service Order will be of no effect. Professional will correct, at its own cost, any of its services provided under this Service Order, and the services of its consultants, that do not meet the industry standard of care. The completion date for the Work will be **September 30, 2022**. All Work will be completed in accordance with the Historically Underutilized Businesses Subcontracting Plan dated **November 18, 2020**.

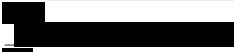
UNIVERSITY OF NORTH TEXAS SYSTEM

ReStl Engineers TX, LLC



12/7/2020

Date



/7/2020



19 November 2020

[REDACTED]
University of North Texas
1155 Union Circle #311040
Denton, TX 76203

RE: UNT Life Science Autoclave Renovation- **RFQ769-19-922ER**

Dear [REDACTED],

ReStl Engineers TX, LLC (ReStl) appreciates the opportunity to submit our proposal for Mechanical, Plumbing, and Electrical (MEP) Engineering services, architectural services and cost estimating services for the renovation of labs in Life Science A Building.

Project Description

The project consists of the following items, replacement of the existing steam and condensate return piping. The replacement of existing autoclaves in Labs A232, A240, and A413. In the labs there will be reworking of the finishes, flooring and ceilings in two of the labs. The lab work will need to be done without shutting down the existing processes. The project will be constructed in multiple phases, which will be determined during the design phase.

Scope

The project scope, as we understand it, is as follows:

1. General
 - a. Demo steam piping, and condensate piping from basement to all rooms. Existing boiler to remain.
 - b. Abate and demo walls/ceiling necessary to reach the piping
 - c. Upgrade central steam generator, supply and return piping
 - d. Patch back and repair all demo/abatement work
2. A232 Lab
 - a. Demo (3) existing autoclaves
 - b. Demo all case work, finishes, floor, ceiling, and abatement where required
 - c. Install (2) autoclaves: (1) with onboard boiler, and (1) with building steam only
 - d. Install new lockable casework with glass face uppers, phenolic resin counter tops, (2) ADA accessible lab sinks, (2) drying racks, eyewash station, new center work island and department indicated water treatment
 - e. Evaluate the existing ventilation into the room.
3. A233 Service Room for A232
 - a. Bring (1) new 3 phase 480 37 amps for onboard boiler autoclave
 - b. Infill void left after autoclave demo
 - c. Room needs exhaust tied to building system
4. A240
 - a. Demo (2) existing autoclaves
 - b. Demo/remove all unnecessary equipment, finishes, floor, ceiling, and abatement where required
 - c. Install (2) autoclaves: (1) with onboard boiler, and (1) with building steam only
 - d. Install new ACT ceiling and light fixtures
 - e. Prepare and seal approx. 111 sq.ft. existing concrete floor
 - f. Connect existing vent hood into current exhaust system with a Phoenix exhaust valve

EXHIBIT A

- g. Evaluate the existing ventilation into the room.
5. A242A Service Room for A242
 - a. Bring (1) new 3 phase 480v, 37 amps for onboard boiler autoclave
 - b. Room needs exhaust tied to building system.
 6. A413
 - a. Demo (1) existing autoclave
 - b. Demo all case work, finishes, floor, and ceiling
 - c. Install (1) autoclave with onboard boiler, connect to building steam
 - d. Install new casework with glass face uppers, phenolic resin counter tops, lab sink, eyewash station, dishwasher and department indicated water treatment
 - e. Install approx. 212 sq. ft. new flooring, ACT ceiling and LED light fixtures
 - f. Update Storage spaces along hallway entry
 - g. Evaluate the existing ventilation into the room.
 7. Attic Space outside A413
 - a. Bring (1) new 3 phase 480 37 amps for onboard boiler autoclave
 - b. Evaluate the existing ventilation into the room

Exclusion

- No work beyond the original scope
- No LEED documents to prepare
- No Life cycle cost estimates
- No environmental studies
- No construction administration
- State registration with TDLR and RAS review will be compensated from reimbursable expenses.

Design Services

We foresee our scope of services to be as follows:

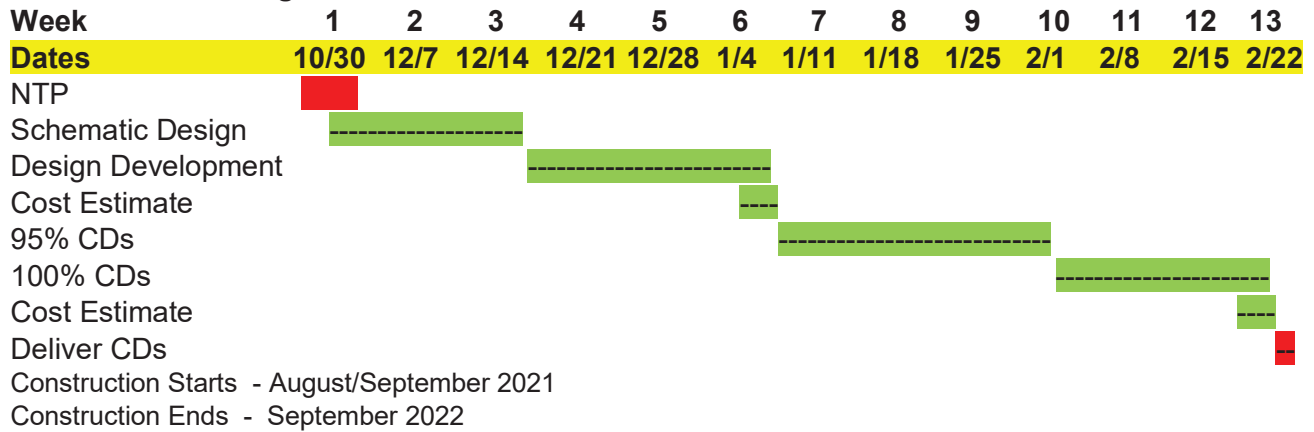
- Design to include
 - MEP
 - Architectural
 - Specifications
- Cost estimating
- Visit the site to verify existing conditions
- Issuance of Design Development documents for review and approval
- Coordination of MEP systems with owner representative.
- Issuance of Construction Documents to owner.

Documents will be created in Revit and AutoCad files, as deliverable. As Constructed documents will be provided by the contractor.

EXHIBIT A

Schedule

UNT LSC-A Building Autoclave Renovation



Hourly Rate Schedule per the IDIQ agreement:

| | |
|-----------------------|----------|
| Principal | \$180/hr |
| • MEP Project Manager | \$160/Hr |
| • Mechanical Engineer | \$150/hr |
| • Electrical Engineer | \$150/hr |
| • MEP Designer | \$120/hr |

| | |
|--------------------------|----------|
| • Civil Engineer | \$150/hr |
| • Structural Engineer | \$150/hr |
| • Structural Designer | \$120/hr |
| • CADD/ Revit/ BIM | \$100/hr |
| • Administrative Assist. | \$60/hr |

| | Anticipated Hours | Total cost |
|----------------------------------|-------------------|--------------------|
| Project Manager | 30 | \$4,800 |
| Mechanical | 160 | \$24,000 |
| Plumbing | 60 | \$7,200 |
| Electrical | 80 | \$12,000 |
| CADD/ Revit/ BIM | 20 | \$2,000 |
| Sub-Consultant fee | | \$14,650 |
| 10% Mark up on Subconsultant fee | | \$1,465 |
| Reimbursable – Printing | | \$1,000 |
| Total Cost | | \$67,115.00 |

| FEE SCHEDULE | Fee % | Amount |
|----------------------|-------------|------------------|
| Fee Schedule: | | |
| Schematic Design | 20% | \$ 13,223 |
| Design Development | 25% | \$ 16,528 |
| 95% CDs | 40% | \$ 26,447 |
| 100% CDs | 15% | \$ 9,917 |
| Total | 100% | \$ 66,115 |

Compensation for Design services is proposed to be a fixed fee of \$66,115.00 plus normal reimbursable, comprised of amount not to exceed \$1,000.00 for printing. The above fees are due and payable based on percentage completion of the MEP design. Invoices will be submitted on a monthly basis. Payment is anticipated within 30 days of invoicing.

Any revisions to the scope of work that will require modifications to any portion of the systems, after owner/architect approval, will be done at the prevailing hourly rates for the personnel involved.

EXHIBIT A

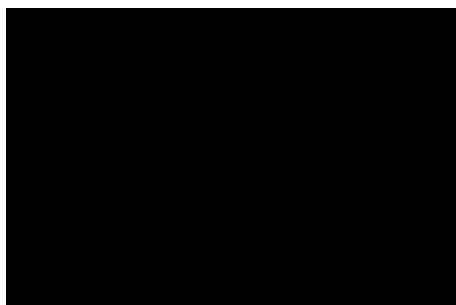
Construction observation beyond basic services and commissioning services if needed will be provided as additional services.

Reimbursable expenses include transportation, shipping, mailing, long distance communications and printing costs for distribution of drawings for permitting, bidding and/or construction and will be billed at 1.10 x cost.

Please note that the attached Scope of Services form part of our agreement. Please initial where indicated and return an accepted copy of this proposal to this office.

Thank you for considering ReStl Engineering TX, LLC on this project. If you have any questions or require additional information, please feel free to contact me at your convenience. I look forward to hearing your favorable reply soon.

Sincerely,



CC: 

The terms and conditions of this proposal **including the terms on the attached General Conditions** are accepted:

BY: _____ DATE: _____
Signature

Printed Name

Title

UNT | SYSTEM™

Request for Qualifications

**IDIQ – MECHANICAL,
ELECTRICAL & PLUMBING
(MEP) ENGINEERING DESIGN
SERVICES**

RFQ769-19-922ER

DOCUMENT 001100
RFQ769-19-922ER

NOTICE TO DESIGN PROFESSIONALS

The University of North Texas System (UNTS) subsequently referred to as the Owner, requests firm's qualifications for basic Mechanical, Electrical and Plumbing (MEP) Design and Professional Services for an Indefinite Delivery/Indefinite Quantity (IDIQ) Agreement. Request for Qualifications (RFQ) allows UNTS to pre-qualify vendors for specific Professional Services. UNTS intends to select multiple vendors as a result of the RFQ. In order to assist with new projects, UNTS will assess the selected firms on a qualifications basis as necessary for a given project.

The firm's submittal to the RFQ will be the basis of determining qualifications to perform the professional services.

Sealed qualifications for **RFQ769-19-922ER** will be received by the UNTS at the Business Service Center (BSC), Woodhill Square, 1112 Dallas Drive, Suite 4000, Denton, Texas 76205. A campus map can be found online at <http://maps.unt.edu/?code=WHS>. Parking for Woodhill Square is campus parking and permits are required. There is guest parking at the door to Suite 4000 and only those spaces can be utilized for submitting the bid. Respondents are responsible for all parking costs and for complying with parking regulations. Failure to comply with parking regulations may result in citation and possible impound of vehicle.

The Qualifications will be received up to 2:00p.m. CDT on **July 8, 2019**. Responses received after the date and hour above stated will not receive consideration.

Project Description

The scope of an agreement will include engineering project design services, technical studies, reports, MEP installation inspection during construction and other miscellaneous related professional services for UNTS facilities and its component institutions.

Questions

Questions concerning this proposal should be directed to:

Elaine Robbins, Construction Solicitation Coordinator
Elaine.robbs@untsystem.edu

All questions must be received no later than 2:00p.m. CDT on June 19, 2019. All questions and answers will be posted to the website by 5:00p.m. CDT on June 21, 2019.

The Owner may in its sole discretion respond in writing to questions concerning this RFQ. Only the Owner's responses made by formal written Addendum to this Request for Qualifications shall be binding and shall be posted on the UNT System website located at <http://www.untsystem.edu/hr-it-business-services/procurement/purchasing/bid-opportunities>. Oral or other written interpretations or clarifications shall be without legal effect.

Online - Bidders can view bid documents at Electronic State Business Daily (<http://www.txsmartbuy.com/sp>) or at the UNT System website www.untsystem.edu/bids.

Historically Underutilized Business (HUB)

It is the policy of the Owner to promote and encourage contracting and subcontracting opportunities for HUB in all contracts. When a qualified firm is selected for a project, the firm will be required to provide a HUB Subcontracting Plan (HSP) for the intended subcontracting opportunities for the project. The HSP must be submitted along with the proposal for the project. This applies to all projects, regardless of size or scope, awarded via this IDIQ.

All subcontracted work whether identified by the Owner or not, is required to be identified in the HSP. The Plan should reflect all subcontracting opportunities to be utilized in this project and can be found online at (<http://www.window.state.tx.us/procurement/prog/hub/hub-forms/hub-sbcont-plan--allfms.pdf>) A HUB Sub-Contracting Plan is NOT required with your response to this RFQ.

The Owner is not bound to accept any of the RFQ responses if they are not in its best interest, as determined by the Owner. The Owner reserves the right to: (a) enter into agreements or other contractual arrangements for all or any portion of the Scope of Work set forth in this Proposal with one or more respondents; (b) reject any and all offers and re-solicit offers; or (c) reject any and all offers and temporarily or permanently abandon this procurement, if deemed to be in the best interest of the Owner.

END OF SECTION

**DOCUMENT 002400
RFQ769-19-922ER
SCOPE FOR QUALIFICATIONS**

The University of North Texas System (UNTS) subsequently referred to as the Owner, requests firms' qualifications for Mechanical, Electrical and Plumbing (MEP) Design Services for an Indefinite Delivery/Indefinite Quantity (IDIQ) Contract. The IDIQ Request for Qualifications (RFQ) allows UNTS to pre-qualify firms for specific Professional Services. UNTS may select to contract with multiple vendors as a result of the RFQ. In order to assist with new projects, UNTS will assess the selected firms as a qualifications basis as necessary for a given project. The selected firms may be awarded projects that are managed by either UNTS or any of its component institutions. This is a solicitation for Professional Services for a single project or multiple projects over the period of three (3) years with two (2) additional one-year option periods. The cumulative total of the fees paid under a contact, including any option years, shall not exceed \$900,000.

The firm's response to the Request for Qualifications (RFQ) will be the basis of determining the qualifications to perform the professional services.

IDIQ Professional Services

1. Scope of Services

- A. The scope of an agreement will include MEP engineering project design services, technical studies, reports, MEP installation inspection during construction and other miscellaneous related professional services for UNTS facilities and its component institutions.

An hourly rate schedule will be negotiated for services, by job classification, with firms selected as a result of this solicitation. The schedule will include profit and overhead for anticipated services. In addition, a maximum surcharge for sub-consultant services will be included in the schedule. These prices are to be held for the entire term of the contract, including any extended renewal years. No escalation will be considered during the term of the contract. When a qualified firm is selected for a project, the firm will be required to provide a proposal for the project based on hourly rate schedule costs in the IDIQ contract.

- B. The scope of professional services may also require, but are not limited to: problem analysis, feasibility studies, building information modeling, site and existing conditions surveys, site design, planning and estimation services for new MEP construction, repair, renovations, and maintenance projects.

At times, the individual IDIQ contract may also require additional services such as: sustainable MEP design, scope development, MEP construction management and inspections, and other related professional and technical services.

Submission Requirements

The responses should address each of the following areas in the same order in which they are set forth below:

1. Firm Data

- A. General Qualifications
- B. Name and Address(es) of each key sub-consultant firm proposed for the team
- C. Firm profile, i.e.:
- i. Age
 - ii. Type of firm (partnership, professional corporation, etc.)

- iii. Firm history
 - iv. Firm size (professionals by discipline), current and one year ago
 - v. Areas of specialty/concentration: Focus on any previous IDIQ contract or program work the firm has performed and types of individual projects.
2. Description of the Team:
Responses should include all key team members and sub-consultants for MEP Engineering Design Services.
- A. Identification of the single point of contact for the MEP Engineering team to include name, email address, and phone number**
 - B. Identification of key personnel to be assigned to the team
 - C. Organizational chart illustrating reporting lines, responsibilities, names, and titles for key participants proposed by the firm
 - D. Resumes for each key individual on the team and identification of that person's role. List any education, registrations that may be relevant

Relevant Experience and Capabilities

1. Relevant experience and capabilities will be assessed through a review of management process of similar programs or contracts. Provide detailed data for similar contracts or programs, not more than five (5), on which the firm and team members have been involved in providing services and which best illustrate current experience and capabilities relevant to the IDIQ. For each project, please provide the following information:
 - A. Contact name and location
 - B. Brief project description, including:
 - i. Sample of individual projects
 - ii. Range of size and scope of individual projects
 - C. Owner's name, address, contact person, email address, and telephone number.
 - D. Identification of proposed personnel involved in the submitted project, along with explanations of their role in that project(s).
 - E. Construction Cost Data
 - i. Cap amount of similar services contract (\$)
 - ii. Annual volume amount of services (\$/yr)
 - iii. Term of contract (years)
2. For all other projects relevant to the IDIQ contract scope and for each member of the MEP Team (as appropriate), provide a list of assignments/project names, specific project sizes, assignment/project dates, and owner contact information which further illustrates experience and capabilities relevant to this IDIQ.
3. Approach: The exact type or size of projects is not able to be determined at this time but University structures include, but are not limited to, academic spaces, residence halls, athletic facilities, research laboratories, dining facilities, historic buildings, etc. and related infrastructure. Responses may demonstrate the respondent's qualifications for specific types of structures or multiple types. This information will be reviewed as a part of the evaluation process for this RFQ. For selected firms, this information will be reviewed when selecting a firm for an IDIQ Service Order for a project.

- A. Most pertinent consideration in this type of contract – State briefly what the firm believes to be the most pertinent consideration(s) and challenge(s) that must be addressed in delivering projects. Firms may wish to include sketches, diagrams, analysis, or other tools that will help illustrate the team's points.
- B. Unique Qualifications – State why you believe your team is qualified to address the issues that you feel will be relevant to the types of projects or products under this contract.
- C. Methods of Team Organization and Communication – Discuss how your firm would coordinate the development of design solutions, the production of contract documents, and construction administration. Be specific with regard to internal and external communications, quality assurance/quality control, construction cost estimating capabilities, proposed construction specification system, and responsible individuals including their locations (e.g., on-site or specific office). Also, discuss your firm's commitment to attending scheduled project meetings.
- D. Experience with and/or ability to work within an interactive review process. Present how the proposed team has performed on past projects or contracts of this type in which this type of key project decisions were provided by this process.
- E. Discuss your firm's experience with sustainable MEP design projects.

Historically Underutilized Businesses (HUB)

Plan for participation of Historically Underutilized Businesses (HUB):

It is the policy of the Owner to promote and encourage contracting and sub-contracting opportunities for HUB in all contracts. Specific sub-contracting opportunities will be dependent on each project. When a qualified firm is selected for a project, the firm will be required to provide a HUB Sub-Contracting Plan (HSP) for the intended sub-contracting opportunities for the project. The HSP must be submitted along with the proposal for the project. This applies to all projects, regardless of size or scope, awarded via this IDIQ. A HSP is **NOT** required with this submission.

Firms are encouraged to contact Greg Obar at 940-369-5647 or email hub@untsystem.edu with questions regarding completing the HSP. Additional information can also be found at the Texas Comptroller for Public Accounts website at <http://www.window.state.tx.us/procurement/prog/hub/hub-forms/>.

Contract

A copy of the proposed IDIQ Contract to be used by all qualified firms is attached. This is for informational purposes only. Responding firms should carefully review this contract before submitting qualifications. It is the Owner's intention to present all firms with the same IDIQ Contract. Proposed changes to the IDIQ Contract will not be considered by the Owner.

Selection Process/Description of Process

The selection process starts after the RFQ is posted on the Electronic State Business Daily on the date listed in Selection Schedule. Following this stage, the selection process is as follows:

1. Qualifications are due on or before **2:00p.m. (CDT) on July 8, 2019**. Responses must be limited to no more than fifteen (15) pages. Covers, table of contents and divider tabs will not count as pages, provided no additional information is included on those pages. Cover letter will not count as part of the fifteen (15) pages as long as the cover letter does not include information on how the work will be performed. All documents should be printed one-sided and submitted in 8 1/2" X 11" page size, portrait style. Proposals received that are late or exceed the number of pages listed above will not be accepted. Provide two (2) copies of the submittal in the form of: one (1) in paper format, loose bound and one (1) electronic format on a virus free CD

ROM or flash drive. Both formats must contain the exact same information. Missing information from either format may result in the Owner's rejection of the response. Overnight carrier or personal delivery to:

Elaine Robbins
University of North Texas System
Business Service Center
Woodhill Square
1112 Dallas Drive, Suite 4000
Denton, TX 76205

Email or faxed responses will not be accepted.

2. The Owner may conduct formal interviews.
3. The top-ranked firm(s) will be notified on or about the date listed in Selection Schedule.
4. The Owner expects to reach a contractual agreement with the top-rated firm(s) shortly after notification. All documents related to this project shall be and become the property of the Owner.
5. The Owner reserves the right to reject any or all qualifications at any point during this selection process for any reason.

Selection Schedule Summary

The schedule for selection is as follows:

| | |
|--|---------------------|
| RFQ posted on the Electronic State Business Daily | 6/5/2019 |
| Pre-Solicitation Meeting | Not Applicable. |
| Qualifications received no later than | 7/8/2019 @ 2:00p.m. |
| HSP received no later than | Not Applicable |
| Notify short listed firms, if Owner elects to interview-on or about | July 2019 |
| Interview short-listed firms, if Owner elects to interview-on or about | August 2019 |
| Notify top-ranked firm, on or about | August 2019 |

The Owner may choose not to conduct interviews. The selected firm(s) will be notified by the Owner that they are top ranked and contract negotiations will begin.

Additional information and amendments may be posted on <http://www.untsystem.edu/bids>.

Evaluation Criteria

Firms will be selected on the basis of experience and qualifications using the following criteria (many of the criteria are subjective):

1. Relevant successful experience will be evaluated on the basis of the experience of those key individual(s) named to the project team. Demonstrated successful experience in other projects/programs of similar character to this IDIQ program that best meets the intent of these criteria.
2. Firm performance and quality of past and current projects as included in response, including demonstrated success in delivering projects with aggressive schedule or implementation of phasing requirements.
3. Current capabilities will be evaluated on the basis of the experience and capacity (current workload and availability) of the individuals assigned to the team.

4. MEP Project Management Procedures and the design process will be evaluated based on the information presented in this RFQ. In addition, the quality assurance process, specific project approach (work plan/schedule), and technical support capabilities will be reviewed.
5. Engineer's ability to monitor MEP construction cost estimates during the design process to ensure UNTS's construction budget is not exceeded.
6. Quality and responsiveness of the RFQ submittal – if applicable, the interview.
7. Local representation will be evaluated on the ability to respond quickly to issues during the duration of the project.

Questions

Please address your questions concerning this RFQ to:

Elaine Robbins – Construction Solicitation Coordinator
University of North Texas System
Office of Facilities Planning & Construction

Please submit solicitation questions to:

Elaine.robbs@untsystem.edu

All questions must be received no later than June 19, 2019, at 2:00p.m. CDT. All questions and answers will be posted to the website by 5:00p.m. CDT, June 21, 2019.

The Owner may in its sole discretion respond in writing to questions concerning this RFQ. Only Owner's responses made by formal written Addendum to this RFQ shall be binding and shall be posted on the UNT System website located at <http://www.untsystem.edu/bids>. Oral or other written interpretations or clarifications shall be without legal effect.

Do not contact any other individuals from the UNTS. This may result in disqualification.

END OF SECTION