

REQUEST FOR COMPETITIVE SEALED PROPOSALS  
FOR A GENERAL CONTRACTOR



CSP RFP No. 25-JZ-05  
**UTRGV ECAMP Off-Line Legacy Electronic Access Control  
Upgrade**

**SUBMITTAL DUE DATE: Wednesday, April 9, 2025 at 2:00 PM CST**



Prepared By:

**Jesus Zerpa**

The University of Texas System  
Office of Facilities Planning and Construction  
1201 W University Dr.  
Edinburg, Texas 78539  
<http://utrgv.bonfirehub.com/>

## TABLE OF CONTENTS

### **Section 1 - General Information and Requirements**

- 1.1 General Information
- 1.2 Public Information
- 1.3 Type of Contract
- 1.4 Clarifications and Interpretations
- 1.5 Submission of Proposals
- 1.6 Point-Of-Contact
- 1.7 Evaluation of Proposals
- 1.8 Owner's Reservation of Rights
- 1.9 Acceptance of Evaluation Methodology
- 1.10 No Reimbursement for Costs
- 1.11 Pre-Submittal Conference
- 1.12 Eligible Respondents
- 1.13 Historically Underutilized Business Submittal Requirements
- 1.14 Certain Proposal and Contract Prohibited
- 1.15 Sales and Use Taxes
- 1.16 Certification of Franchise Tax Status
- 1.17 Required Notices of Worker's Compensation Insurance Coverage
- 1.18 Prevailing Wage Rate Determination
- 1.19 Delinquency in Paying Child Support
- 1.20 Liquidated Damages
- 1.21 Davis Bacon Act

### **Section 2 - Executive Summary**

- 2.1 Historical Background
- 2.2 Mission Statement
- 2.3 Project Description, Scope and Budget
- 2.4 Project Planning Schedule

### **Section 3 - Submittal Requirements For Statement of Proposals**

- 3.1 Respondent's Ability To Provide Construction Services
- 3.2 Qualifications of Construction Team
- 3.3 Respondent's Past Performance on Representative Projects
- 3.4 Respondent's Past Performance on U.T. System Projects
- 3.5 Respondent's Project Planning and Scheduling for This Project
- 3.6 Respondent's Execution Plan, Quality Control and Commissioning Program for this Project
- 3.7 Respondent's Project Safety Program for This Project
- 3.8 Respondent's Warranty and Service Support Program for This Project
- 3.9 Respondent's Pricing and Delivery Proposal (Bonfire)

### **Section 4 - Format of Proposals**

- 4.1 General Instructions
- 4.2 Table of Contents
- 4.3 Pagination

### **Section 5 – Proposal Documents:**

- 5.1 Definition
- 5.2 Ownership and Temporary Use of Documents
- 5.3 Electronic Distribution and Receipt
- 5.4 Proposal Documents on File
- 5.5 Attachments

REQUEST FOR COMPETITIVE SEALED PROPOSALS  
*University of Texas Rio Grande Valley*  
**UTRGV ECAMP Off-line Legacy Electronic Access Control Upgrade**  
CSP RFP No.: 25-JZ-05

**SECTION 1 – GENERAL INFORMATION AND REQUIREMENTS**

- 1.1 **GENERAL INFORMATION:** The University of Texas System (“Owner”) and **University of Texas Rio Grande Valley** are soliciting Competitive Sealed Proposals (“Proposals”) for selection of a General Contractor firm for CSP RFP No.: 25-JZ-05 UTRGV ECAMP Off-line Legacy Electronic Access Control Upgrade (“Project”), in accordance with the terms, conditions, and requirements set forth in this Request for Competitive Sealed Proposals.
- 1.1.1 This Request for Competitive Sealed Proposals (“RFP”) is the only step for selecting a General Contractor for the Project as provided by Texas Education Code §51.783(d). The RFP provides the information necessary to prepare and submit Competitive Sealed Proposals for consideration and ranking by the Owner.
- 1.1.2 The Owner may select the Proposal that offers the “best value” for the institution based on the published selection criteria and on its ranking evaluation. The Owner may first attempt to negotiate a contract with the selected offeror. The Owner may discuss with the selected offeror options for a scope or time modification and any price change associated with the modification. If the board is unable to reach a contract with the selected offeror, the Owner may formally end negotiations with that offeror and proceed to the next “best value” offeror in the order of the selection ranking until a contract is reached or all proposals are rejected.
- 1.1.3 Proposals shall be valid and not withdrawn for a period of sixty (60) days from the date of opening thereof.
- 1.1.4 The awarded vendor will be qualified to perform on future projects with similar scope of work at the University of Texas Rio Grande Valley. This opportunity is contingent upon the vendor’s performance and the University’s evolving needs. The University reserves the right to engage the vendor for future contracts at its discretion.

Bidders are required to submit pricing using **Bid Table (BT-59NP) – Access Control Equipment List**. This Bid Table will be considered for upcoming projects as part of the evaluation process.

**Contract Term and Renewal Options**

Initial Term: From the Bid Award Date through August 31, 2026.

Renewal Options: UTRGV reserves the right to renew this contract for up to three (3) additional one-year periods at the end of the initial term.

Bidders may propose a fixed maximum percentage escalation for each renewal period. The proposed escalation rates will be factored into the bid evaluation.

## **Proposed Annual Escalation Rates**

\_\_\_\_\_ % 1<sup>st</sup> Renewal Term 9/1/2026 – 8/31/2027  
\_\_\_\_\_ % 2<sup>nd</sup> Renewal Term 9/1/2027 – 8/31/2028  
\_\_\_\_\_ % 3<sup>rd</sup> Renewal Term 9/1/2028 – 8/31/2029

- 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.
  - 1.2.1 The Owner strictly complies with all statutes, court decisions, and opinions of the Texas Attorney General with respect to disclosure of RFP information.
- 1.3 **TYPE OF CONTRACT:** Any contract resulting from this solicitation will be in the form of the Owner's Standard General Contractor Agreement, a copy of which is included in the Proposal Documents.
  - 1.3.1 The work will be awarded under as a Lump-Sum contract to the Respondent offering the "best value" to the Owner.
- 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. 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 RFP, and respondents shall acknowledge receipt of each Addendum to the RFP and/or the Bid Documents in its Proposal.
  - 1.4.1 Addendum may be issued by the Point-of-Contact for this RFP via the web site <http://utrgv.bonfirehub.com/>
  - 1.4.2 No oral explanation in regard to the meaning of the Proposal Documents will be made and no oral instructions will be given before the award of the contract. Discrepancies, omissions or doubts as to the meaning of Drawings and Specifications shall be communicated in writing to the Project Architect for interpretation. Any interpretation made will be in the form of an Addendum, which will be forwarded to all known plan holders and its receipt by the respondent shall be acknowledged on the Respondent's Pricing and Delivery Proposal Form.
  - 1.4.3 Any interpretation made will be in the form of an Addendum, which will be forwarded to all known plan holders and its receipt be the respondent shall be acknowledged on the Pricing Bid Table Form at <http://utrgv.bonfirehub.com>
  - 1.4.4 Respondents shall consider only those clarifications and interpretations to the Drawings and Specifications that the Project Architect issues by Addenda five (5) calendar days prior to the submittal deadline. 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 GENERAL CONTRACTOR PROPOSALS:**
  - 1.5.1 All correspondence for this proposal must be submitted via <http://utrgv.bonfirehub.com/>.
  - 1.5.2 Fax, hand-delivered and mailed copies of Base proposals and Supporting Documentation **WILL NOT BE ACCEPTED.**

- 1.5.3 BASE PROPOSAL DEADLINE: The Owner will receive Base Proposals and ALTERNATE PROPOSALS, QUALIFICATIONS at the time described below. SUBMITTAL DUE DATE/ (BONFIRE - CLOSE DATE): **Wednesday, April 9, 2025 @ 2:00 PM CST SUBMIT PROPOSALS** via <http://utrgv.bonfirehub.com/>.
- 1.5.4 HUB SUBCONTRACTING PLAN DEADLINE: The Owner will receive HUB Subcontracting Plans at the time described below. SUBMITTAL DUE DATE: **Thursday, April 10, 2025 @ 2:00 PM CST SUBMIT HUB SUBCONTRACTING PLAN** via <http://utrgv.bonfirehub.com/>.
- 1.5.5 Base Proposals, Alternates, Qualifications or HUB Subcontracting Plans that are received late through the UTRGV Bonfire Portal **will not** be accepted.
- 1.5.6 The Owner **will not** acknowledge or receive Base Proposals, Alternates, Qualifications or HUB Subcontracting Plans that are delivered by telephone, facsimile (fax), or electronic mail (e-mail).
- 1.5.7 Properly submitted Base Proposals, Alternates, Qualifications or HUB Subcontracting Plans will not be returned to the respondents.
- 1.5.8 Properly submitted Proposals will be opened publicly and the names of the respondents will be read aloud after the HUB Subcontracting Plans are received and confirmed by the Owner.
- 1.6 POINT-OF-CONTACT: The Owner designates the following person, as its representative and Point-of-Contact for this RFP. Respondents shall restrict all contact with the Owner and direct all questions regarding this RFP, including questions regarding terms and conditions, to the Point-of-Contact person.

**Jesus Zerpa, UTRGV Sr. Procurement Specialist**

[Jesus.zerpa01@utrgv.edu](mailto:Jesus.zerpa01@utrgv.edu)

- 1.6.1 The Owner designates the following person, as its Architect/Engineer representative regarding the technical Drawings and Specifications.

**Sigma HN Engineers, PLLC**

Respondents shall restrict all contact with the Owner and direct all questions regarding this CSP, including questions regarding terms and conditions, to the Point-of-Contact person through the Bonfire Portal at <http://utrgv.bonfirehub.com/>.

- 1.7 EVALUATION OF PROPOSALS: The evaluation of the Proposals shall be based on the requirements described in this RFP. Approximately **Thirty-Five Percent, (35%)** of the evaluation will be based on the Respondent's Pricing and Delivery Proposal; the remaining evaluation will be based on the Respondent's qualifications. All properly submitted Proposals will be reviewed, evaluated, and ranked by the Owner.
- 1.8 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 Proposals, or to reject any and all Proposals and temporarily or permanently abandon the Project. Owner makes

no representations, written or oral, that it will enter into any form of agreement with any respondent to this RFP for any project and no such representation is intended or should be construed by the issuance of this RFP.

- 1.9 ACCEPTANCE OF EVALUATION METHODOLOGY: By submitting its Proposals in response to this RFP, the Respondent accepts the evaluation process and acknowledges and accepts that determination of the “best value” Respondent will require subjective judgments by the Owner.

- 1.9.1 The Owner reserves the right to consider any Proposal “non-responsive” if the Base Proposal Cost is determined to be unreasonable or irresponsible in relation to the other submitted Proposals and/or the Owner’s estimate of the construction cost.

- 1.10 NO REIMBURSEMENT FOR COSTS: Respondent acknowledges and accepts that any costs incurred from the respondent’s participation in this RFP process shall be at the sole risk and responsibility of the respondent. Respondents submit Proposals at their own risk and expense.

- 1.11 PRE-SUBMITTAL CONFERENCE: A pre-submittal conference is scheduled for **Wednesday, March 26, 2025, AT 10:00 AM CST** for this project. Please see Zoom details also posted through <http://utrgv.bonfirehub.com/>.

**1.11.1 Pre-Conference Zoom Meeting:**

**The University will host the pre-submittal conference via Zoom**

Join Zoom Meeting

<https://utrgv.zoom.us/j/5323441131?omn=83712662451&from=addon>

Meeting ID: 532 344 1131

- 1.12 ELIGIBLE RESPONDENTS: Only individual firms or lawfully formed business organizations may apply (This does not preclude a respondent from using consultants.) The Owner will contract only with the individual firm or formal organization that submits a Proposal.

- 1.13 HISTORICALLY UNDERUTILIZED BUSINESSES SUBMITTAL REQUIREMENTS: It is the policy of The University of Texas System, and each of its component institutions, to promote and encourage contracting and subcontracting opportunities for Historically Underutilized Businesses (HUB) in all contracts. Accordingly, the Office of Capital Projects (OCP) has adopted Exhibit H, Policy on Utilization of Historically Underutilized Businesses (included in the Proposal Documents). The Policy applies to all contracts with an expected value of \$100,000 or more. If OCP determines that subcontracting opportunities are probable, then a HUB Subcontracting Plan is a required element of the Proposals. Failure to submit a required HUB Subcontracting Plan will result in rejection of the Proposals.

- 1.13.1 STATEMENT OF PROBABILITY: The University of Texas Rio Grande Valley, has determined that subcontracting opportunities are probable in connection with this procurement solicitation. Therefore, a HUB Subcontracting Plan (HSP) is required as a part of the respondent's Proposal. The respondent shall develop and administer a HSP as a part of the respondent's Proposal in accordance with the OCP Policy on Utilization of Historically Underutilized Businesses (HUB), Exhibit H.

- 1.13.2 Refer to Exhibit H, Policy on Utilization, Historically Underutilized Business and the Summary of Requirements for a detailed list of attachments required with the Proposals.

- 1.13.3 The "Statement of Probability" determines the probability for subcontracting opportunities. This determination will clarify which attachments, detailed in Figure 1, will be required to be completed and returned.
- 1.14 CERTAIN PROPOSALS AND CONTRACTS PROHIBITED: Under Section 2155.004, Texas Government Code, a state agency may not accept a proposal or award a contract that includes proposed financial participation by a person who received compensation from the agency to participate in preparing the specifications or request for proposals on which the proposal or contract is based. All vendors must certify their eligibility by acknowledging the following statement, "Under Section 2155.004, Government Code, the vendor certifies that the individual or business entity named in this bid or contract is not ineligible to receive the specified contract and acknowledges that this contract may be terminated and payment withheld if this certification is inaccurate." If a state agency determines that an individual or business entity holding a state contract was ineligible to have the contract accepted or awarded as described above, the state agency may immediately terminate the contract without further obligation to the vendor. This section does not create a cause of action to contest a proposal or award of a state contract.
- 1.15 SALES AND USE TAXES: Section 151.311, Tax Code, as amended effective October 1, 1993, permits the purchase free of state sales and use taxes of tangible personal property to be incorporated into realty in the performance of a contract for an improvement to realty for certain exempt entities that include The University of Texas System. The section further permits the purchase tax-free of tangible personal property (other than machinery or equipment and its accessories and repair and replacement parts) for use in the performance of such a contract if the property is "necessary and essential for the performance of the contract" and "completely consumed at the job site." In addition, the section permits the purchase tax-free of a tangible service for use in the performance of such a contract if the service is performed at the job site and if "the contract expressly requires the specific service to be provided or purchased by the person performing the contract" or "the service is integral to the performance of the contract."
- 1.16 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 further agrees that each subcontractor and supplier under contract will also provide a certification of franchise tax status.
- 1.17 REQUIRED NOTICES OF WORKERS' COMPENSATION INSURANCE COVERAGE: The Texas Workers' Compensation Commission has adopted a new rule, 28 TAC, sec. 110.110, relating to REPORTING REQUIREMENTS FOR BUILDING OR CONSTRUCTION PROJECTS FOR GOVERNMENTAL ENTITIES. The rule applies to all building or construction contracts advertised for bid on or after September 1, 1994. The rule implements sec. 406.096, Texas Labor Code, which requires workers' compensation insurance coverage for all persons providing services on a building or construction project for a governmental entity. The requirements of the rule are set forth in Article 6 of the Uniform General Conditions.
- 1.18 PREVAILING MINIMUM WAGE RATE DETERMINATION: Respondents are advised that the Texas Prevailing Wage Law will be administered in accordance with the policies and procedures set forth in the U. T. System document, entitled "Prevailing Wage Guidelines." A copy is attached to the Special Conditions. The penalty for violation of prevailing wage rates has been increased from \$10.00 per underpaid worker per day or portion thereof to \$60.00. (Refer to <https://www.utsystem.edu/offices/capital-projects/prevailing-wage-rates> and/or <https://sam.gov/content/wage-determinations> for any updates under Rio Grande Valley wage rates).



- 1.19 **DELINQUENCY IN PAYING CHILD SUPPORT:** Under Section 231.006, Family Code, the vendor or applicant certifies that the individual or business entity named in this contract, bid, or application is not ineligible to receive the specified grant, loan, or payment and acknowledges that this contract may be terminated, and payment may be withheld if this certification is inaccurate.
- 1.20 **LIQUIDATED DAMAGES:** The undersigned agrees that, from the compensation otherwise to be paid, the Owner may retain the sum of **Five Hundred dollars (\$500.00)** for each calendar day after the Substantial Completion Date that the work remains incomplete, which sum is agreed upon as the proper measure of liquidated damages which the Owner will sustain per diem by the failure of the Undersigned to complete the work at the time stipulated in the Contract. This sum is not construed in any sense as a penalty.
- 1.21 **Davis Bacon Act - Davis-Bacon Act and Related Act** contractors and subcontractors must pay their laborers and mechanics employed under the contract no less than the locally prevailing wages and fringe benefits for corresponding work on similar projects in the area. The Davis-Bacon Act directs the Department of Labor to determine such locally prevailing wage rates. (Exhibit F)
- 1.22 **Group Purchase Authority**

Texas law authorizes institutions of higher education (defined by [§61.003, Education Code](#)) to use the group purchasing procurement method (ref. §§[51.9335](#), [73.115](#), and [74.008](#), Education Code). Additional Texas institutions of higher education may therefore elect to enter into a contract with the successful Proposer under this RFP. In particular, Proposer should note that University is part of The University of Texas System (UT System), which is comprised of fourteen institutions described at <http://www.utsystem.edu/institutions>. UT System institutions routinely evaluate whether a contract resulting from a procurement conducted by one of the institutions might be suitable for use by another, and if so, this RFP could give rise to additional purchase volumes. As a result, in submitting its proposal, Proposer should consider proposing a pricing model and other commercial terms that take into account the higher volumes and other expanded opportunities that could result from the eventual inclusion of other institutions in the purchase contemplated by this RFP. Any purchases made by other institutions based on this RFP will be the sole responsibility of those institutions.

## **SECTION 2 – EXECUTIVE SUMMARY**

### **2.1 HISTORICAL BACKGROUND:**

The University of Texas Rio Grande Valley (UTRGV) was created by the Texas Legislature in 2013 as the first major public university of the 21st century in Texas. This transformative initiative provided the opportunity to expand educational opportunities in the Rio Grande Valley, including a new School of Medicine, and made it possible for residents of the region to benefit from the Permanent University Fund – a public endowment contributing support to the University of Texas System and other institutions. UTRGV has campuses and off-campus research and teaching sites throughout the Rio Grande Valley including in Boca Chica Beach, Brownsville (formerly The University of Texas at Brownsville campus), Edinburg (formerly The University of Texas-Pan American campus), Harlingen, McAllen, Port Isabel, Rio Grande City, and South Padre Island. UTRGV, a comprehensive academic institution, enrolled its first class in the fall of 2015, and the School of Medicine welcomed its first class in the summer of 2016.

The University is in the state's sixth most-populous metropolitan area (McAllen-Edinburg-Mission Metropolitan Statistical Area). The Rio Grande Valley is in the southernmost tip of Texas and lies along the northern bank of the Rio Grande River, which separates Mexico from the United States. The Valley is made up of four counties – Starr, Hidalgo, Willacy, and Cameron –



and is one of the fastest growing areas in Texas with an estimated population of 1,300,000. The Valley has a rich cultural heritage and hosts large agribusiness, international banking, and ecotourism industries.

UTRGV Enrollment Information Fall 2023:

- Total Enrollment: 31,864 (includes 241 for SOM)
- Hispanic Enrollment: 90.9%
- Enrollment from RGV: 93.03%
- Female Enrollment: 60.29%
- First Generation: 65.9%
- First Time in College (Entering Freshman): 5,770
- Undergraduate Population: 85.4%

<https://www.utrgv.edu/sair/>

2.2 MISSION STATEMENT:

To transform the Rio Grande Valley, the Americas, and the world through an innovative and accessible educational environment that promotes student success, research, creative works, health and well-being, community engagement, sustainable development, and commercialization of university discoveries.

2.3 PROJECT DESCRIPTION AND SCOPE:

The University of Texas Rio Grande Valley (the “University”), acting through the University’s Office of the Vice President for Facilities Planning & Operations, is soliciting proposals from qualified contractors ("Respondents") sometimes referred to as “Contractor” for selection to provide the Legacy Electronic Access Control upgrade for UTRGV Edinburg Campus as per plans and specifications on the Edinburg campus. Architectural plans and specifications have been prepared by **Sigma HN Engineers, PLLC**.

2.4 PROJECT PLANNING SCHEDULE:

The following anticipated dates are for planning purposes only (if there is a conflict between the dates below and the Proposal Form, the duration shown on the Proposal Form shall govern). The contractual dates required by the Owner of the “best value” respondent will be identified in the executed agreement.

**PRE-Submittal CONFERENCE IS SCHEDULED FOR Tuesday, March 26, 2025 - 10:00 AM CST.**  
Via Zoom.

Note: PRE-BID CONFERENCE MEETING IS NOT MANDATORY

**Deadline for questions**

**Monday, March 31, 2025 - 2:00 PM CST.**

Submit via <https://www.utrgv.bonfirehub.com>

**Submittal Due date**

**Wednesday, April 09, 2025 - 2:00 PM CST.**

Submit via <https://www.utrgv.bonfirehub.com>

**HUB Subcontracting Plan due date**

**Thursday, April 10, 2025 - 2:00 PM CST.**

**Submit via <https://www.utrgv.bonfirehub.com>**

- Owner executes Agreement
- Owner issues Notice to Proceed for Construction
- General Contractor achieves Substantial Completion
- General Contractor achieves Final Completion

**May 2025**

**May 2025**

**August 2025**

**August 2025**

### **SECTION 3 – REQUIREMENTS FOR COMPETITIVE SEALED PROPOSALS**

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

**NOTE:** The following Section 3 has been added within Bonfire as a questionnaire format for contractors to provide the responses for the criteria below. It is to the discretion of the contractor on how to provide the information as long as it is referenced within the questionnaire for it to be easier for the evaluation team to evaluate the response. The section designated for this type of documentation shall be the “other relevant documentation” section within Bonfire.

#### **3.1 CRITERIA ONE: RESPONDENT’S ABILITY TO PROVIDE CONSTRUCTION SERVICES**

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

Volume

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

Revenues

- Annual revenue totals and percent change per year;

Bonding

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

3.1.2 Attach a letter of intent from a surety company indicating your firm’s ability to bond for the entire construction cost of the project. The surety shall acknowledge that the firm may be bonded for each stage/phase of the project, with construction cost of **NO LESS THAN THE TOTAL COMBINED BASE AND ALTERNATE PROPOSAL COSTS STATED IN CRITERIA NINE: RESPONDENT’S PRICING AND DELIVERY PROPOSAL.** Bonding requirements are set forth in Article 17 of the Agreement and Article V of the Uniform General Conditions.

3.1.3 Identify if your firm is currently for sale or involved in any transaction to expand or to become acquired by another business entity? If so, please explain the impact both in organization and company direction.

3.1.4 Provide details of any past or pending litigation, or claims filed, against your firm that may affect your performance under a Contract with the Owner.

3.1.5 Identify if your firm is currently in default on any loan agreement or financing agreement with any bank, financial institution, or other entity? If so, specify date(s), details, circumstances, and prospects for resolution.

- 3.1.6 Does any relationship exist by relative, business associate, capital funding agreement, or any other such kinship between your firm and any Owner employee, officer or Regent? If so, please explain.

3.2 CRITERIA TWO: QUALIFICATIONS OF CONSTRUCTION TEAM

- 3.2.1 Provide resumes of the Respondent's team that will be directly involved in the Project, including their experience with similar projects, if they are an employee of the Respondent or 3<sup>rd</sup> party consultant, the number of years with the current employer, and their city(s) of residence. Include as applicable; Project Executives, Corporate Safety Officer / Director, Project Managers, Assistant Project Managers Superintendents, Assistant Superintendents, Expeditors, Project Scheduler, MEP Coordinators, Quality Control Managers/Inspectors, Commissioning Coordinators, Project Safety Coordinators / Assistants, Building Information Model Coordinators / Managers, Key Field Engineers, Labor and Carpentry Foreman, Constructability Reviewers, Sustainability Staff, Procurement Staff, Accounting Staff, HUB Coordinators.
- 3.2.2 For each team member identified in 3.2.1, provide each individuals current status, and when each team member will be available to provide Construction Services for this Project.
- 3.2.3 Describe, in graphic and written form, the proposed Project assignments and lines of authority and communication for each team member to be directly involved in the Project. Indicate the estimated percent of time these team members will be involved in the Construction Services.
- 3.2.4 Identify the Subcontractors included as part of this proposal, including their experience with similar projects, the number of years with the firm, and their city(s) of residence.
- 3.2.5 Provide resumes of the Project Manager and Superintendent that will be directly involved in the Project for the Subcontractors, including their experience with similar projects, the number of years with the firm, and their city(s) of residence.

3.3 CRITERIA THREE: RESPONDENT'S PERFORMANCE ON PAST REPRESENTATIVE PROJECTS

- 3.3.1 Identify and describe the Respondent's experience with providing Construction Services that are MOST RELATED TO THIS PROJECT within the last five (5) years. 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
  - List proposed team members who worked on project
  - Initial and Final construction cost, including change orders
  - Final project size in gross square feet
  - Type of construction (new, renovation, or expansion)
  - Actual Notice To Proceed, Substantial Completion, and Final Payment dates for Construction Services
  - Name of Project Manager (individual responsible to the Owner for the overall success of the project)
  - Name of Project Superintendent (individual responsible for coordinating the day to day work)

- Names of Mechanical, Plumbing and Electrical Subcontractors

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

- The Owner's representative who served as the day-to-day liaison during construction, including telephone number and email address.
- Architect/Engineer's name and representative who served as the day-to-day liaison during construction, 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 respondent. The Owner may contact references during any part of this process. The Owner reserves the right to contact any other references at any time during the RFP process.

### 3.4 CRITERIA FOUR: RESPONDENT'S PAST PERFORMANCE ON U.T. SYSTEM PROJECTS

- 3.4.1 Identify and describe the Respondent's experience with providing Construction Services on University of Texas System projects within the last five (5) years.

If the respondent has not previously provided Construction Services for The University of Texas System, then identify and describe the respondent's past performance on Construction projects for "major" institutions of higher education (or similar) within the last five (5) years. Projects may repeat with Section 3.3.

In either case above, provide the following information for each project listed:

- Project name, location, contract delivery method, and description
- Color images
- List proposed team members who worked on project
- Initial and Final construction cost, including change orders
- Final project size in gross square feet
- Type of construction (new, renovation, or expansion)
- Actual Notice To Proceed, Substantial Completion, and Final Payment dates for Construction Services
- Name of Project Manager (individual responsible to the Owner for the overall success of the project)
- Name of Project Superintendent (individual responsible for coordinating the day to day work)
- Names of Mechanical, Plumbing and Electrical Subcontractors

### 3.5 CRITERIA FIVE: RESPONDENT'S PROJECT PLANNING AND SCHEDULING FOR THIS PROJECT

- 3.5.1 Provide a Primavera CPM Milestone (CPM) schedule for this Project as described in Owner Project Planning and Scheduling Specification Section 01 32 00 using the Project Planning Schedule in the Part 2.4 of this RFP and identify specific critical process, phases, milestones, approvals, and procurements anticipated. Clearly identify the 10% Total Project Float required during the Construction Phase. State your commitment to this schedule.

- 3.5.2 Describe what you perceive are the critical Construction issues for this Project and state how those have been addressed in the Critical Path Method (CPM) Milestone schedule you have submitted for this Project.
- 3.5.3 Identify the schedule assumptions that are included in your Critical Path Method (CPM) schedule submitted for this Project.
- 3.5.4 Describe your approach to assuring timely completion of this project, including methods for schedule recovery, if necessary. From any three (3) of the projects listed in response to Section 3.3 or 3.4 of this RFP, provide examples of how these techniques were used, including specific scheduling challenges/requirements and actual solutions.
- 3.5.5 Describe your plan, if any, for improving the Project schedule provided in Part 2.4 of this RFP for achieving Substantial and Final Completion. In doing so:
  - 3.5.5.1 Respondent shall describe any impact on quality of services, materials or workmanship that may occur.
  - 3.5.5.2 Respondent shall state it understands by submission of its Proposal that any other time durations required of the Project will not be revised.
- 3.5.5 Describe how you work with the Owner and Project Architect / Engineer and their consultants to identify schedule constraints and what creative solutions you have employed to lessen or eliminate such constraints. Identify any projects listed in response to Section 3.3 and 3.4 of this RFP where this occurred.
- 3.5.6 Describe your experience with supplementing labor forces for trades that are negatively impacting the project schedule and who bore the cost for the supplemental labor required for schedule recovery. Identify any projects listed in response to Section 3.3 and 3.4 of this RFP where this occurred.
- 3.5.7 Describe your experience with replacing underperforming subcontractors and what you did to mitigate schedule impacts created by their replacement. Identify any projects listed in response to Section 3.3 and 3.4 of this RFP where this occurred.

3.6 CRITERIA SIX: RESPONDENT'S QUALITY CONTROL AND COMMISSIONING PROGRAM FOR THIS PROJECT

- 3.6.1 Describe your quality control program. Explain the methods used to ensure quality control during the Construction phase of a project. Provide specific examples of how these techniques or procedures were used from any projects listed in response to Section 3.4 of this RFP.
- 3.6.2 Describe how your quality control team will measure the quality of construction and commissioning performed by trade Subcontractors as required by on this Project, and how will you address non-conforming work.
- 3.6.3 Describe how you have maintained security during the construction of any occupied facilities listed in Section 3.3 or 3.4 of this RFP.
- 3.6.4 Describe your past experience dealing with congested campuses/site conditions.
- 3.6.5 Describe your approach to coordinating inspections and approvals with the Campus Environmental Health and Safety Department regarding the approval of life safety systems.

- 3.6.6 Describe your Best Management Practices for containing storm water run-off as required by the Environmental Protection Agency's National Pollutant Discharge Elimination System and The University of Texas Systems Storm Water Pollution Prevention Program.
- 3.6.7 Provide examples of records, reports, monitoring systems, and information management systems you will use on this Project.
- 3.7 CRITERIA SEVEN: RESPONDENT'S ABILITY TO MANAGE CONSTRUCTION SAFETY RISKS AND PROJECT SAFETY PROGRAM FOR THIS PROJECT
  - 3.7.1 Identify the safety personnel that will be assigned to this project. Include resumes, qualifications, training, and certifications, etc.
  - 3.7.2 Describe your job site safety program for this Project and specific safety policies to which employees must comply.
  - 3.7.3 Identify any deaths that have occurred on a project site controlled by your firm, or any subcontractor(s) (at any contractual level), that had a death on your project site. If so, describe how you have revised your program.
- 3.8 CRITERIA EIGHT: RESPONDENT'S WARRANTY AND SERVICE SUPPORT PROGRAM FOR THIS PROJECT
  - 3.8.1 Describe your warranty service support philosophy and warranty service implementation plan for this Project.
  - 3.8.2 Describe how you will measure the quality of service provided to the Owner for this Project.
  - 3.8.3 Provide reference letters from three (3) Owners (other than U.T. System) identified in Sections 3.3 OR 3.4 of the previously issued RFP that describe your response to, and performance on, warranty services AFTER substantial completion.
- 3.9 CRITERIA NINE: RESPONDENT'S PRICING AND DELIVERY PROPOSAL AND EXECUTION OF OFFER
  - 3.9.1 Complete the "Respondent's Pricing and Delivery Proposal" included with the Bidding Documents. Tabulation within Bonfire shall need to be entered: <http://utrgv.bonfirehub.com/>

## **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 FIFTY (50) CONTENT PAGES, FRONT & BACK/DOUBLE SIDED. The cover, table of contents, divider sheets, HUB Subcontracting Plan (Section 1.13), Pricing and

Delivery Proposal, and Execution of Offer do not count as content 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/CSP shall become the property of the Owner.
- 4.1.5 Proposals that are qualified with conditional clauses, alterations, exclusions, 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 Proposals shall consist of answers to questions identified in Section 3 of the RFP. It is not necessary to repeat the question in the Proposals; however, it is essential to reference the question number with the corresponding answer.
- 4.1.8 Failure to comply with all requirements contained in this Request for Proposals may result in the rejection of the Proposals.
- 4.1.9 All documentation shall be submitted through bonfire [HTTP://UTRGV.BONFIREHUB.COM/](http://UTRGV.BONFIREHUB.COM/).

#### 4.2 TABLE OF CONTENTS

- 4.2.1 Submittals shall include a "Table of Contents" and give page numbers for each part the Qualifications replies as attachments as directed in the questionnaire section as needed or required through [HTTP://UTRGV.BONFIREHUB.COM/](http://UTRGV.BONFIREHUB.COM/).

#### 4.3 PAGINATION

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

### **SECTION 5 – PROPOSAL DOCUMENTS:**

- 5.1 **DEFINITION:** Proposal Documents include the Proposal Requirements and the Contract Documents. The Proposal Requirements consist of the Request for Competitive Sealed Proposals for General Contractor, the Proposal and HSP Form, and other sample proposal and contract forms. The proposed Contract Documents consist of the Form of Agreement between the Owner and Contractor, Performance and Payment Bonds, Uniform General Conditions for Building Construction Contracts, Owner's Special Conditions with Prevailing Wage Rate Determination, Owner's Front End Specifications, HUB Utilization Policy (Exhibit 'H'), other forms and



documents identified in the Agreement, Drawings, Specifications, and all Addenda issued prior to receipt of Proposals, and Change Orders issued after execution of the Contract.

- 5.2 OWNERSHIP AND TEMPORARY USE OF DOCUMENTS: Proposal Documents prepared by the Owner, Project Architect and its consultants, or other consultants retained by the Owner for the Project that describe the Work to be executed are instruments of service and shall remain the property of their authors. Any party accessing or receiving the Proposal Documents shall not use the documents on any other projects nor shall the Proposal Documents be used, altered, disseminated, or transmitted for any other purposes. Regardless of means of receipt or possession Proposal Documents shall not be retained in any form by any party in any location more than 90 calendar days from their original issuance by The University of Texas Rio Grande Valley.
- 5.3 ELECTRONIC DISTRIBUTION AND RECEIPT: Proposal Documents are provided by the University of Texas Rio Grande Valley. By accessing/receiving these documents, the accessor/receiver is confirming to The University of Texas Rio Grande Valley it is a legal business entity authorized to do business in the State of Texas and is in good standing with the Texas Comptroller of Public Accounts. The accessor/receiver further agrees to abide by the Ownership and Temporary Use of Documents provided for in this Request for Proposal.
- 5.4 PROPOSAL DOCUMENTS ON FILE:  
Proposal Documents are accessible for download <https://utrgv.bonfirehub.com>
- 5.5 ATTACHMENTS:  
(Refer to Appendix One in Bonfire)

EXHIBIT A – UTRGV Special Conditions  
EXHIBIT B – Texas Prevailing Wage Guidelines  
EXHIBIT C – Performance Bond  
EXHIBIT D – Sample Agreement between Owner and Contractor  
EXHIBIT E – Contractor Safety Manual / Guidelines  
EXHIBIT F – Davis Bacon Wage Rate – Hidalgo County  
EXHIBIT G – Execution of Offer  
EXHIBIT H – HUB Subcontracting Plan Forms  
EXHIBIT I – Payment Bond  
EXHIBIT J – Campus Map