

**CAMERON COUNTY REGIONAL MOBILITY AUTHORITY
REQUEST FOR QUALIFICATIONS FOR CONSTRUCTION MANAGER-AT-RISK
(2-STEP PROCESS)
RFQ NUMBER 2021-005**

CONSTRUCTION OF:
CAMERON COUNTY PARKS ADMINISTRATION BUILDING
CAMERON COUNTY PARKS MAINTENANCE WAREHOUSE

STEP 1 RFQ SUBMITTAL DUE: WED., NOVEMBER 5, 2021, DUE NO LATER THAN 11:00 A.M.
STEP 2 PROPOSAL DUE: WED., DECEMBER 1, 2021, DUE NO LATER THAN 5:00 P.M.
CMAR CONTRACT AWARD: TBD

The responses to this RFQ will be opened at the Cameron County Regional Mobility Authority (CCRMA) Administrative offices at 3461 Carmen Avenue, Rancho Viejo, Texas 78575 at 11:01 a.m. (as per CCRMA time clock) on deadline due date. RFQs received later than the date and time above will not be considered.

Please return the **ORIGINAL** and **THREE (3) COPIES** and **one digital copy on USB drive** of your response to this RFQ in a sealed envelope. Be sure the envelope shows the RFQ Number, Description and is marked "SEALED RFQ". RETURN RFQ BY U.S. MAIL OR DELIVERY TO:

Cameron County Regional Mobility Authority
Pete Sepulveda, Jr., CCRMA Executive Director
3461 Carmen Ave.
Rancho Viejo, TX 78575

For additional information contact: **Hondo Garcia** at (956) 621-5571; Email: agarcia@ccrma.org.

You must sign below in INK; failure to sign WILL disqualify the offer. If applicable, all prices must be typewritten or written in ink.

CompanyName: _____
Company Address: _____
City, State, Zip Code: _____
Telephone No: _____ Fax : _____ email: _____

Historically Underutilized Business (State of Texas) Certification VID Number: _____

Print Name: _____ Signature: _____

Your signature attests to your offer to provide the goods and/or services in this RFQ according to the published provision of this RFQ. When an award letter is issued, this RFQ becomes the contract. If an RFQ required specific Contract is to be utilized in addition to this RFQ, this signed RFQ will become part of that contract. When an additional Contract is required, an RFQ award does not constitute a contract award and RFQ / Contract is not valid until contract is awarded by CCRMA Board of Directors (when applicable) signed by CCRMA Board of Directors Chairman and Notice to Proceed is issued.

CAMERON COUNTY REGIONAL MOBILITY AUTHORITY
REQUEST FOR QUALIFICATIONS FOR CONSTRUCTION MANAGER-AT-RISK

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1.0 INTRODUCTION AND SOLICITATION

INTRODUCTION. The Cameron County Regional Mobility Authority (the “CCRMA”), a regional mobility authority and political subdivision of the State of Texas governed by the provisions of Texas Transportation Code, Chapter 370 (the “RMA Act”), is soliciting Request for Qualifications (RFQ) for selection of a Construction Manager-at-Risk (CMAR) where the Construction Manager is also the Contractor.

The selected CMAR is to serve as the general contractor for two separate projects broken into Phases 1 and 2:

- A. Phase 1 - new construction of the 8,695 s.f. Cameron County Parks Administration Building located near the entrance to Isla Blanca Park on South Padre Island, Texas; and
- B. Phase 2 - new construction of the Cameron County Parks Maintenance Warehouse.

Additionally, the CMAR will assist the CCRMA with specified services outlined in the Executed Agreement(s) between the parties. Per the Agreement terms, the CMAR shall assume the risk for specified and agreed-to work to be performed at a Guaranteed Maximum Price. The CCRMA shall require consistent, high-quality delivery, per the Agreement(s), to meet established schedules and budgets. The sites, scope, schedule, selection criteria with weighted value, estimated budget, and time and place for receipt of the Requested Qualifications are hereinafter described or are attached.

This is a RFQ inquiry only and implies no obligation on the part of CCRMA or Cameron County.

SOLICITATION. It is the intent of the CCRMA to utilize a **Two-Step Process** to select a CMAR for the projects. This RFQ is the first step in the two-step process for selecting a CMAR Contractor for the Projects. The RFQ provides the information necessary to prepare and submit an RFQ for consideration and initial ranking information by CCRMA. Fees or pricing shall not be submitted in the Response to this RFQ, which is Step One of a Two-Step CMAR selection process. **IF FEES, PRICES, OR COST ARE INCLUDED IN THE RESPONSE TO THIS RFQ, THE RESPONSE WILL BE CONSIDERED AS NONRESPONSIVE.**

The advertisement of this RFQ shall be published by public announcement in the following methods: advertisement on CCRMA general website <https://ccrma.org/procurements/>; advertisement in the Brownsville Herald newspaper on October 3rd and 10th, 2021.

GOVERNING LAW. This invitation for RFQ is governed by the requirements of Subchapter F of Chapter 2269, Texas Government Code, as amended. Respondents shall comply with all applicable federal, state and local laws and regulations. Respondent is further advised that these requirements shall be fully governed by the laws of the State of Texas and that CCRMA may request and rely on advice, decisions and opinions of the Attorney General of Texas and CCRMA’s attorney concerning any portion of these requirements.

ANTI-LOBBYING PROHIBITION.

During the pendency of this procurement, prospective respondents may not contact the CCRMA Board of Directors nor, except as provided herein, any CCRMA Staff or consultants concerning this procurement. All contact with the CCRMA is to be through the CCRMA contact designated on the Cover Page. Any firm violating the anti-lobbying prohibition may be disqualified from consideration in this procurement.

CONFLICTS OF INTEREST.

The CCRMA maintains a written conflict of interest policy governing the performance of employees engaged in the award and administration of engineering, design, and construction related services,

including the conduct of consultants, GEC(s), and construction contractors in the performance of services. To prevent, identify, and mitigate conflicts of interest, the CCRMA procurement policy requires any individual, firm, or team submitting a proposal to the CCRMA to disclose on its submittal the existence of any current or previous business relationship with any of the CCRMA personnel or outside consultants. Separate and apart from the disclosure required to be made by the Respondent, any personnel or outside consultants of the CCRMA who are requested to participate in any way of the review, and or the supervision of the work to be performed pursuant to the proposal, must disclose the existence of any current or previous business relationship with Respondent.

Respondent is required to disclose any existing or potential conflicts of interest in accordance with the CCRMA written conflict of interest policy found in Appendix A of this procurement. Failure to make the proper disclosures constitute grounds for rejection of the RFQ in the case of the Respondent, and termination of work in the case of the CCRMA key personnel. Refer to Appendix A for additional information regarding the CCRMA.

CERTIFICATE OF INTERESTED PARTIES - TEXAS ETHICS COMMISSION FORM 1295

As of January 1, 2016, to comply with Texas Government Code Section §2252.908, and the rules issued by the Texas Ethics Commission found in Title 1, Section 46.1, 46.3 and 46.5 of the Texas Administrative Code, we have updated and revised our RFQ packet. In accordance with these requirements, business must submit a completed Certificate of Interested Parties Form 1295 to the CCRMA before the CCRMA may enter into a contract with the business entity. In box 3 of Form 1295, you will provide the RFQ No. 2021-005, as shown on the packet. Once completed and filed with the Texas Ethics Commission, Form 1295 must be printed and signed and submitted to our office via email to procurement@ccrma.org. CCRMA cannot enter into a contract until Form 1295 is submitted. Therefore, failure to timely submit Form 1295 signed may result in delay of award. Full instructions for completion and submittal of Form 1295 may be found on the Texas Ethics Commission website: <https://www.ethics.state.tx.us/filinginfo/1295/>

ELIGIBILITY

In order for an RFQ to be considered and evaluated, a Respondent must be registered or capable to be registered to do business in the State of Texas.

OPEN, PENDING, ONGOING, OR CLOSED LITIGATION

The CCRMA reserves the right to consider ineligible any RFQ in which there is open, pending, ongoing, or closed litigation with said Respondent resulting in an unfavorable judgment against the CCRMA.

TEXAS CHILD SUPPORT CERTIFICATION

As the CCRMA anticipates using a portion of State funds for payment to a selected Respondent from this solicitation, under section 231.006 of the Texas Family Code, Respondent must certify they are not ineligible to receive payment under a specified grant, loan, or other payment under this contract. All Respondents must complete the certification found in Appendix B to this solicitation in order to be eligible for evaluation.

2.0 PROJECT INFORMATION AND SCOPE

The successful CMAR respondent will provide preconstruction services to include assisting the CCRMA and the design team with potential value engineering, sequencing and coordination of work on the following project(s):

A. Cameron County Parks Administration Building

- New construction of the 8,695 s.f. Cameron County Parks Administration Building.
- Plans and specifications are available at: GMS Architects, Rudy V. Gomez, AIA, 1150 Paredes Line Road, Brownsville, Texas 78521

Estimated Budget: \$2,800,000

Estimated Project Start: Spring 2022

Proposed Duration: TBD

B. Cameron County Parks Maintenance Warehouse

Plans and specifications are in development.

Estimated Budget: \$2,000,000

Estimated Project Start: TBD

Proposed Duration: TBD

The CCRMA reserves the right to require that these 2 projects be conducted in two phases.

3.0 QUESTIONS AND PRE-SUBMITTAL MEETING

QUESTIONS CONCERNING THE RFQ All questions (including all technical, contract or administrative questions) regarding the services required or the procurement process should be submitted in writing or via email, and addressed to:

Hondo Garcia, CCRMA Construction Manager
3461 Carmen Ave.
Rancho Viejo, TX 78575
Phone No. : 956-621-5571
Agarcia@ccrma.org

The deadline for receipt of questions is 5:00 p.m., Central Time, October 20, 2021. Questions (edited as deemed appropriate by CCRMA) and answers if provided, will be made available to all interested parties via website. No alternate means of responding to questions regarding this RFQ will be provided with the exception of the pre-submittal meeting. Respondents are responsible for monitoring the CCRMA website for periodic updates: www.ccrma.org/about/rfp It is the responsibility of the Respondent to ask any questions the Respondent feels to be pertinent to the submittal or proposal. CCRMA shall not be required to attempt to anticipate such questions for Respondents. CCRMA will endeavor to respond promptly to all questions asked.

No oral statement of any person shall modify or otherwise change, or affect the terms, conditions or specifications stated per this RFQ. Any interpretations, corrections or changes to this RFQ will be made in writing by the CCRMA by addenda. Sole issuing authority of addenda shall be vested in the CCRMA. Respondents shall acknowledge receipt of all addenda in writing.

Responses to written questions submitted prior to the pre-submittal conference will be read at the pre-submittal conference and included in the first addendum along with additional information including questions from the pre-submittal conference.

PRE-SUBMITTAL MEETING

A non-mandatory Pre-submittal meeting is scheduled to be held on **Wednesday, October 27, 2021, at 2:00 P.M.**, at the CCRMA Administrative Offices located at 3461 Carmen Ave., Rancho Viejo, Texas 78575. Respondent(s) are strongly encouraged to attend the Pre-Submittal meeting. The meeting will start promptly at the stated time and be moderated by the CCRMA Construction Manager. General rules of business meeting protocol will be observed during the meeting. Admittance for individuals arriving late is at the discretion of the moderator. In the event that an individual is admitted late, questions already discussed will not be revisited during the remaining portion of the conference. Individuals attending the Pre-Submittal conference will be required to sign an attendance roster. In addition to the attendee's name and company name, each person will be asked to supply an email address, telephone number and a fax number. This attendance roster will be posted as an addendum on the CCRMA website along with the RFQ and other related documents.

4.0 STEP ONE - RFQ SUBMITTAL REQUIREMENTS

CCRMA will establish an evaluation committee to review, score and rank all the RFQ submittals received. After ranking the RFQ respondents, the evaluation committee will develop a shortlist of the highest ranking respondents (up to 5). The selection of the shortlist will be based solely on qualifications and ranked according to the criteria outlined below. These respondents on the shortlist will be asked to submit a proposal for services defined in the scope of services.

CCRMA has set forth the following selection criteria and the weighted value for each. Point calculations may be measured as small as tenths of a point. CCRMA retains the right to apply all criteria as appropriate and allowed by the State of Texas Government Code.

The Respondent shall provide any information with relevant attachments related to the Selection Criteria below along with the submittal documents by the due date for consideration by the evaluation committee. Selection Criteria for the first step is as follows:

WEIGHTED QUANTITATIVE SCORING:

Each Vendor will be assigned a score of 1- 4 by each evaluator for each criteria

4 = Very good / Exceeds expectations

3 = Above expectations

2 = Meets expectations

1 = Does not meet expectations

0 = non responsive

Utilization of 0 by evaluator requires Evaluation Committee's full consensus.

Evaluators score by category will be multiplied by the assigned weight for each criteria by Respondent then totaled.

CRITERIA CATEGORY		TOTAL POINTS
A	Respondent's interest and availability to undertake the project	5 points X =
B	Respondent's financial capability to provide CMAR services	5 points X =
C	Qualifications of the CMAR and CMAR Project Team	25 points X =
D	Past performance on CMAR or Design Build Projects	25 points X =
E	Respondent's ability to manage construction safety risks	10 points X =
F	Respondent's ability to establish budgets and control costs on past projects	10 points X =
G	Respondent's ability to meet schedules on past projects	10 points X =
H	Respondent's knowledge of current design and construction methodologies, technologies and best practices	5 points X =
I.	Respondent's ability to identify and resolve problems on past projects	5 points X =

TOTAL POINTS SCORED _____

Respondents shall provide the following information to the CCRMA which will be used to score Respondent's submittal. Incomplete RFQ submittals will be considered non-responsive and subject to rejection.

- A. RESPONDENT'S INTEREST AND AVAILABILITY TO UNDERTAKE THE PROJECT (max. 2 printed pages)
 1. Provide a statement of interest for the Project including a narrative describing the respondent's unique qualifications as they pertain to these two (2) particular Projects.
 2. Provide a statement on the availability and commitment of the respondent, its principal(s) and assigned professionals to undertake the Project(s).
 3. Respondents are advised that CCRMA intends to be highly engaged throughout the Project. Provide a statement regarding your willingness or concern regarding CCRMA'S participation as an active member of the Design Team.
- B. RESPONDENT'S FINANCIAL ABILITY TO PROVIDE CONSTRUCTION MANAGER-AT-RISK SERVICES
 1. Provide the following information on your firm for the past three (3) fiscal years:
 - a. Volume - Annual number, value and percent change of contracts in Texas per year;
 - b. Revenues - Annual revenue totals and percent change per year;
 2. Provide a statement regarding your firm's :
 - a. Total bonding capacity; and
 - b. Available bonding capacity and current backlog.
 3. Attach a letter of intent from a surety company acknowledging your firm's ability to bond for the entire construction cost of each project. Due to the size and nature of these projects, both payment and performance bonds are required under State Law.
 4. 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.
 5. Provide details of any past or pending litigation (or claims filed) against your firm including all partnerships, corporations, joint ventures, and subsidiaries.
 6. 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.

- a. Does any relationship exist by relative, business associate, capital funding agreement, or any other such kinship between your firm and any employee, officer or Director of the CCRMA? If so, please explain.
- b. Any employee, officer or elected official of Cameron County? If so, please explain.

C. QUALIFICATIONS OF THE CMAR AND CMAR Project Team

1. Describe your management philosophy for the CMAR construction delivery method.
2. Include an organizational chart for the management team proposed for this project. Include, at minimum, the name of the Principal-in-Charge for the Company as well as the following staff: Proposed Project Manager (Primary decision maker), Project Superintendent, and Safety Manager. Describe the proposed Project assignments and lines of authority and communication for each team member to be directly involved in the Project. Indicate the estimated percent of time these team members will be involved in the Project for Pre-construction and Construction Services. Affirm that the individuals identified will be committed for the entire duration of the project.
3. Provide resumes of the Contractor's Principal, Proposed Project Manager, Proposed Project Superintendent and Safety Manager, including their experience with similar projects, their number of years in the construction industry, and their city of residence. For each of these four listed team members, provide a list of similar projects in which they have successfully completed the same role (list not to exceed 5 projects for each team member).
4. Identify the proposed team members (including consultants) who will represent your firm on-site throughout the construction project. Also list their individual professional experience in the conduct of similar projects, particularly CMAR projects. The CCRMA places high emphasis on staffing strength. On-site project team members shall not be substituted or removed from the Project(s) without prior approval by the Owner.

D. PAST PERFORMANCE ON REPRESENTATIVE CMAR OR DESIGN/BUILD PROJECTS

1. Identify and describe the proposed TEAM MEMBER'S 's past experience providing CMAR Services within the last five (5) years.
2. If no CMAR projects have been performed by your firm, Design Build Projects may also be substituted, providing that "Design Build" is prominently noted on each relevant page. Select and present only the three most relevant projects to similar type of coastal construction, with the most relevant project listed first.

Using no more than two pages per project, provide the following information for each project listed:

- a. Project name, location, contract delivery method, and description
- b. Color images (photographic or machine reproductions)
- c. Final construction cost
- d. Final project size in gross square feet
- e. Type of construction (new, renovation, or expansion)
- f. Name of Project Manager (individual responsible to the Owner for the overall success of the project)
- g. Name of Project Superintendent (individual responsible for coordinating the day to day work)
- h. Names of Mechanical, Plumbing and Electrical subcontractors
- i. Names of Architectural, Engineering and Technical consultants
- j. Indicate if any Team Members (listed in Section C above in this RFQ) worked on project and what their role was.
- k. References (for each project listed above, identify the following) :
 - Owner's name
 - Owner's Representative who served as the day-to-day liaison during the design and construction

- Telephone number
- Current email address.

References shall be considered relevant based on specific project participation and experience with the Respondent. The Owner may contact references during any part of this process. The Owner reserves the right to contact any other references at any time during the RFQ/P process. Failure to submit references may result in the Respondent's ineligibility to participate in the final Proposal Process.

- I. Identify and describe the proposed Team's past experience providing Contractor Services for similar coastal park projects within the last five (5) years. Select and present only the three most relevant projects, with the most relevant project listed first. Provide the same information and reference information as requested in section D.2 above for each project listed.
- E. RESPONDENT'S ABILITY TO MANAGE CONSTRUCTION SAFETY RISKS
1. Briefly describe the firm's approach for anticipating, recognizing and controlling safety risks and note the safety resources that the firm provides for each project 's Safety program.
 2. Describe the level of importance for Enforcement and Support of Project Safety that the firm includes in performance evaluations for Superintendents and Project Managers.
 3. Describe any fatalities or Lost Workday Injuries which occurred on worksites for which your firm provided either General Contractor or Sub-Contractor services within the past ten (10) years.
- F. RESPONDENT'S ABILITY TO ESTABLISH BUDGETS AND CONTROL COSTS ON PAST PROJECTS
- Describe your cost estimating methods and how you control costs during construction, how you procure subcontracts, confirm scope, amount, and ensure proper payment.
- G. RESPONDENT'S ABILITY TO MEET SCHEDULES ON PAST PROJECTS
- Describe how you will develop, maintain and update the project schedule during construction to coordinate with the Owner's project schedule. From any of the projects listed in the prior response, provide examples of how these techniques were used.
1. Describe your experience with the planning and design of coastal construction projects. Particular attention should be given to items strongly correlated with this project such as environmental approvals, multiple phases, owner occupancy during construction, significant site work, or other project components deemed significant by the Respondent.
 2. Describe your firm's process to facilitate submittal and RFI review, speed communications between all stakeholders, and provide a historical project archive at construction completion.
- H. RESPONDENT 'S ABILITY TO IDENTIFY AND RESOLVE PROBLEMS ON PAST PROJECTS
1. Describe your plan for communicating constructability, phasing, value engineering and other budget options in a form that will quickly facilitate the Owner's decision making.
 2. Describe any litigation between the Owner and/or General Contractor and/or Architect and/or Engineer and/or Any Subcontractor involving any project you have participated in within the past five (5) years.

5.0 STEP ONE-RFQ SUBMISSION REQUIREMENTS

One (1) original and three (3) copies of the written response and one digital copy on USB drive must be received by the CCRMA **before 11:00 a.m. Central Time., November 5, 2021**. One copy of the response shall be marked original and bear all original signatures. The other three (3) may be copies. Please return your response to this RFQ in a sealed envelope. Be sure the envelope shows the RFQ Number, Description and is marked "SEALED RFQ".

RETURN RFQ BY U.S. MAIL OR DELIVERY TO:

Cameron County Regional Mobility Authority
Pete Sepulveda, Jr., CCRMA Executive Director
3461 Carmen Ave.
Rancho Viejo, TX 78575

At the time and place indicated on the RFQ, CCRMA shall receive, publicly open, and read aloud the names of the Respondents who responded to this Request for Qualifications.

RFQS SUBMITTED AFTER THE SUBMISSION DEADLINE SHALL BE RETURNED UNOPENED AND WILL BE CONSIDERED VOID AND UNACCEPTABLE. In the unexpected event that the CCRMA Offices are officially closed on the RFQ deadline day, RFQ's will be received until 11:00 a.m. of the next business day, for opening.

ALTERING RFQ: Any interlineations alterations, or erasures made before opening time must be initialed by the Respondent, guaranteeing authenticity.

WITHDRAWAL OF RFQ: An RFQ may not be withdrawn or cancelled by the Respondent without the written acknowledgement of the CCRMA for a period of (60) days following the date designated for the receipt of RFQ, and Respondent so agrees upon submittal of Respondent's response to the RFQ.

CCRMA will establish an evaluation committee to review, score and rank all the RFQ submittals received. After ranking the RFQ respondents, the evaluation committee will develop a shortlist of the highest ranking respondents (up to 5). The selection of the shortlist will be based solely on qualifications and ranked according to the criteria outlined in this RFQ. These respondents on the shortlist will be asked to submit a proposal for services defined in the scope of services.

6.0 STEP TWO – PROPOSAL AND REQUIREMENTS

In the second step of the process, the selected RFQ respondents will be required to submit additional information to CCRMA, **including the construction manager-at-risk's proposed fee, pre-construction services fees, typical project mark-up percentages, and prices for fulfilling the general conditions.**

An original and three (3) copies of the Proposal for construction manager-at-risk services must be received by the CCRMA from the shortlisted Respondents **before 11:00 a.m. Central Time., December 1, 2021.** The CCRMA The Proposals will be publicly opened with the names of the Respondents and the proposal amounts read aloud.

Not later than the 25th day after the date on which the proposals are opened, the CCRMA will then proceed to select the Respondent that submits the proposal that offers the best value for the CCRMA. In determining the best value for the CCRMA, the CCRMA is not restricted to considering price alone, but may consider other factors stated in the Step One selection criteria.

The CCRMA shall attempt to negotiate a contract with the selected Respondent utilizing AIA DOC. A133-2019 STANDARD FORM OF AGREEMENT BETWEEN OWNER & CONSTRUCTION MANAGER As Constructor where the basis of payment is the Cost of the Work Plus a Fee with a Guaranteed Maximum Price; and

A. AIA DOC. A201-2017 GENERAL CONDITIONS OF THE CONTRACT OF CONSTRUCTION.

The CCRMA and its architect and/or engineer may discuss with the selected Respondent options for a scope or time modification and any price change associated with the modification. If the CCRMA is unable to negotiate a satisfactory contract with the selected Respondent, the CCRMA shall, formally and in

writing, end negotiations with that Respondent and proceed to the next Respondent in the order of the selection ranking until a contract is reached or all proposals are rejected.

CCRMA reserves the right in its sole and absolute discretion to enact a third step in the process in the form of interviews to allow selected respondents the opportunity to confirm their proposals and resolve any additional questions the CCRMA may have prior to identifying the respondent who appears to offer the “best value”.

SCHEDULE SUMMARY

Advertisement to be published in the Brownsville Herald	October 3, 10, 2021
Question Deadline	October 20, 2021
Pre-Submittal Conference	October 27, 2021
Answer Deadline	October 29, , 2021
CMAR RFQ Submittals Received	November 5, 2021
CMAR Shortlist Selection/ Step 2 initiated	November 17, 2021
CMAR RFP Received	December 1, 2021
Proposals Ranked and CMAR Selected	December 9, 2021
Contract Negotiations	December 10-December 20, 2021
Award CMAR Contract	TBD

SUCCESSFUL RESPONDENTS WILL BE NOTIFIED BY MAIL. All Respondents will receive written notification regarding the outcome of the award.

The following information in this Step Two section is being provided for informational purposes only and is applicable to the Step Two process only.

FEES, PRICES, OR COSTS SHALL NOT BE INCLUDED IN THE RESPONSE TO THE REQUEST FOR QUALIFICATIONS (STEP ONE). IF FEES OR PRICES ARE INCLUDED IN STEP ONE, THE RESPONSE WILL BE CONSIDERED AS NONRESPONSIVE.

THIS PART OF THE RFQ PACKET SHOULD NOT BE SUBMITTED DURING STEP ONE.

REQUEST FOR PROPOSALS

Only the Respondents shortlisted and contacted by CCRMA to participate in Step Two will use the information provided in this section as a guide for preparing and submitting Step Two information. More information will be provided at the time of notification of companies selected to participate and submit Step Two proposal information. CRMA may request up to five Respondent’s to submit Step Two Proposals, which will include but not be limited to any additional information requested, proposed fees and prices for fulfilling the general conditions.

Respondents contacted by the CCRMA for participation in Step Two Proposal submission (“Respondents”) will be notified via email correspondence. Provide at least two names and email addresses of individuals to be notified of selection as a shortlisted company to ensure receipt of the email.

Step Two Proposal submissions will be due at the date and time specified in your letter of notification of selection after step one and request for proposal. Proposals will be addressed to and in the format outlined in the official letter of notification from the CCRMA.

On deadline due date and time, Step Two proposal submissions will be publicly opened and read aloud at the CCRMA Administrative Offices, 3461 Carmen Ave., Rancho Viejo Texas 78575 (as per CCRMA time clock). No other information shall be made public until after a contract has been awarded.

Each Step Two Proposal response must be labeled on the outside with the 1) Respondent's company name, 2) Respondent's company address, 3) RFQ project number, and 4) the RFQ project name. The Step Two Proposal submissions will be evaluated and ranked within 25 days of Step Two Proposal due date. Each Step Two Proposal fees, pricing, or costs must remain open for 180 days from Step Two Proposal submittal due date.

A contract for Construction Manager-at-Risk Services and prices for fulfilling the General Conditions of the contract will be entered into as a result of Step Two.

It is anticipated that the CCRMA will enter into a construction contract for the work with the Construction Manager-At- Risk (CMAR) for a fee with a **Guaranteed Maximum Price** after the CMAR has been selected. All pre-construction and construction phase fees will be included in the Guaranteed Maximum Price. Respondent shall provide a proposal fee for the construction manager-at-risk services and general conditions on the Proposal Form attached.

General Conditions items include, but are not limited to the following:

- Project Manager
- Superintendent
- Assistant Superintendent(s)
- Office Manager
- Assistant Project Manager
- Project Engineer(s)
- Safety Manager/Officer
- Estimator
- Scheduler
- Office Engineer
- Field Engineering Crew
- Progress Schedules
- Progress Photos
- Jobsite Mobilization/Demobilization
- Temporary Construction Fencing
- Temporary Lights
- Project Signs
- Telephone Installation
- Telephone Monthly Service
- Trailer Rental
- Office Supplies
- Blueprinting & Extra Plans
- Computers and Furniture
- Transport and Setup Trailer (Excludes electrical hook-up)
- Copy Machines - Telephone System
- Fax Machine
- Postage
- Radios
- Portable Phones
- Small Tools and Supplies (purchase)

Auto/ Truck Maintenance and Gasoline Allowance
Automobile
Project Record Documents
Other Insurances - Warranties
Safety Equipment (Personal Protection Equipment Only)
AGC Fees
Portable Restroom Facilities
Waste Containers
Storage Facilities
Miscellaneous Office Supplies like drinking water, ice, cups, first aid kits
Home Office Expense/Overhead

*These items will be submitted as separate line items to the Lump Sum General Conditions after the GMP is established.

- General Liability and Excess Liability Insurance outlined in the Contract
- Builders Risk Insurance
- Employee Liability Insurance (outlined in contract)
- Payment and Performance Bonds

**PROPOSAL FORM
(STEP TWO-ONLY)**

Proposal of: _____
(Company Name)

RESPONDENTS ARE CAUTIONED TO READ THE INFORMATION CONTAINED OR REFERRED TO IN THIS RFQ CAREFULLY AND TO SUBMIT A COMPLETE RESPONSE TO ALL REQUIREMENTS AND QUESTIONS AS DIRECTED.

Having carefully examined all the specifications and requirements of this RFQ and any attachments thereto, the undersigned proposes to furnish the Construction Manager-at-Risk services as required pursuant to the aforementioned documents at the below quoted terms.

PRICING SCHEDULE

A lump sum "not to exceed" amount for preconstruction phase services (inclusive of reimbursables):

A percentage of construction costs, which will be converted to a "not to exceed" construction management fee:

A "not to exceed" amount for General Conditions associated with the construction of this project:

Attach a detailed breakdown of all items included in each fee category above. Indicate whether the items are self-performed or assigned to subcontractors. Clearly note any additional anticipated General Conditions.

7.0 SPECIAL REQUIREMENTS

- A. If selected, the Construction Manager may not alter the project team included in the submittal for the duration of the contract without prior approval of the CCRMA and will be required to maintain a full-time, on-site Project Manager, Project Superintendent and Project Safety Coordinator throughout the duration of the Project(s).**
- B. The CCRMA is exempt from State Sales Tax and Federal Excise Tax. In step two of this procurement process, a Request for Proposals (RFP) will be issued. DO NOT INCLUDE TAX IN THE RFP. The CCRMA claims exemption from all sales and/or use taxes under Texas Tax Code §151.309, as amended. Texas Limited Sales Tax Exemption Certificates will be furnished upon written request.
- C. It is expected that the Respondent will meet all state and federal safety standards and laws in effect on the date of the RFP for the item(s) being specified, and the particular use for which they are meant.
- D. The successful Respondent shall not deliver products or provide services without a CCRMA Purchase Order, signed by an authorized agent of the CCRMA.
- E. Do not include Federal Excise, State or City Sales Tax. CCRMA shall furnish tax exemption certificate if required.

8.0 MISCELLANEOUS

All responses to this RFQ shall be deemed, once submitted to be the property of the CCRMA. Responses may be subject to public disclosure under the Texas Public Information Act ("PIA"). Any material believed by the responder to be proprietary, confidential, or otherwise exempt from disclosure under the PIA should be clearly marked as such. If the CCRMA receives a request for public disclosure of all or any portion of a response, the CCRMA will use reasonable efforts to notify the responder of the request and give the responder an opportunity to assert, in writing to the Office of the Attorney General, a claimed exception under the Act or other applicable law within the time period allowed under the Act.

PROHIBITION ON CONTRACTS WITH COMPANIES BOYCOTTING ISRAEL

Effective September 1, 2017, the Texas Government Code was amended to add Chapter 2271, Prohibition on Contracts with Companies Boycotting Israel, which provides that a state agency and a political subdivision may not enter a contract with a company for goods or services unless the contract contains a written verification from the company that; (i) it does not Boycott Israel; and (ii) will not Boycott Israel during the term of the contract.

Pursuant to Gov't Code Sections 2271.001(1) & 808.001(1) as amended, "Boycott Israel" means refusing to deal with, terminating business activities with, or otherwise taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations specifically with Israel, or with a person or entity doing business in Israel or in an Israeli-controlled territory, but does not include an action made for ordinary business purposes. 17

By accepting this contract and/or purchase order, the Company/Vendor verifies that it does not Boycott Israel and agrees that during the term of this contract/agreement will not Boycott Israel as that term is defined in the Texas Government Code.

COST OF RESPONSES

All costs directly or indirectly related to preparation of a response to this RFQ and in any oral presentation required to supplement and/or clarify the RFQ shall be the sole responsibility of, and shall be borne by, the Respondents.

RESPONDENTS' ACKNOWLEDGMENT

By submitting a response to this RFQ, each Respondent unequivocally acknowledges that the Respondent has read and fully understands this RFQ, and that the Respondent has asked questions (or has been afforded the opportunity to ask questions) and received satisfactory answers from the CCRMA regarding any provisions of this RFQ with regard to which the Respondent desired clarification. All written and electronic correspondence, printed material, exhibits, appendices, photographs, and reports submitted in response to all sections of this RFQ process are, upon their receipt by the CCRMA the property of the CCRMA and may or may not be returned.