



# Request for Proposal

CMAR

**RFP769-21-10710ER**

**UNTHSC Gibson Library Level 1 Renovation**



# UNT SYSTEM FACILITIES PLANNING & CONSTRUCTION

- Pre-Proposal Meeting
- Tuesday, November 3, 2020 @  
11:00a.m.



## AGENDA

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



## PROJECT DESCRIPTION

- This project is for the interior renovation of approximately 15,500 gross square feet of the first floor of the Gibson Library on the Health Science Centre campus in Fort Worth, Texas, for the purpose of creating a collaborative and interdisciplinary simulation center.
- Projected schedule is to have contract complete by January 2021, with Construction Manager Pre-Construction Services authorized in January 2021.
- Construction to be substantially complete no later than February 2022.



# SUBMISSION REQUIREMENTS/CRITERION

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



# THE HISTORICALLY UNDERUTILIZED BUSINESS PROGRAM

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



# Agenda

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



## **What is a Historically Underutilized Business (HUB)?**

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





# What is a HUB?

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



# State of Texas and UNT System HUB Utilization Goals

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



## Is HUB Utilization an Evaluation Criteria?

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



# Assistance is Available

- Greg Obar, Sr. Director For Strategic Management & HUB Coordinator
- Aurika Weaver-White, HUB Specialist
- Email: [hub@untsystem.edu](mailto:hub@untsystem.edu)
- Web: <http://www.untsystem.edu/hr-it-business-services/about-hub>
- Fillable Electronic Form at:  
<http://comptroller.texas.gov/procurement/prog/hub/hub-forms/hub-sbcont-plan--allfms.pdf>



# SELECTION PROCESS

- Responses are due November 30, 2020 @ 11:00a.m.
- Public opening virtually on November 30, 2020 @ 3:00p.m.
- Submit one (1) paper loose unbound original and one (1) virus free flash drive. **Note** that information on the paper copy must match the electronic copy. Paper copy must have original signature. QR codes will not be accepted as part of your response.
- Responses are submitted to Business Service Center, Woodhill Square, 1112 Dallas Drive, Suite 4000, Denton, Texas 76205. **DELIVERY ONLY BY FEDEX OR UPS –"IN PERSON" HAND DELIVERIES MAY OR MAY NOT BE ACCEPTED** between the hours of 8:00a.m. and 2:00p.m. **Business Service Center is closed from 12:30p.m. to 1:00p.m. for lunch.**
- Anticipate contract complete January 2021 with CM Pre-Con Services authorized in January 2021



## CONTRACT

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



# REQUIREMENTS

- Provide a single point of contact with phone number and email.
- Make sure you address each criteria listed in Document 002400. Scope for Proposal which starts on Page 2 “Criteria for Award”.
- Complete Document 004100, Proposal Form and make sure it is signed



# QUESTIONS

- Questions should be directed to Elaine Robbins, Construction Solicitation Coordinator – please email questions to:  
[Elaine.robbins@untsystem.edu](mailto:Elaine.robbins@untsystem.edu)
- Questions must be received by November 17, 2020 by 2:00p.m. – questions & answers will be posted to UNT System website by November 19, 2020 by 5:00p.m.
- Questions & answers and any addendums will be posted to <https://www.untsystem.edu/bid-opportunities> and <http://www.txsmartbuy.com/sp>