

BID SCHEDULE

PROPOSAL SUBMITTED TO: **CENTRAL COUNTIES SERVICES**

For

WEST BELL COUNTY SERVICE COMPLEX RENOVATION

The Undersigned Bidder proposes to complete the work as shown on the Plans:

BASE BID: Bidder proposes to provide all labor and materials for renovation of a single-story building and related sitework as shown on the contract documents not including any of the added bid alternates for the stipulated sum of:

Base Bid Breakdown:

Demolition	\$ _____
Sitework & Utilities	\$ _____
Metals.....	\$ _____
Wood/Plastics	\$ _____
Insulation	\$ _____
Walls / Ceilings.....	\$ _____
Finishes	\$ _____
Doors / Windows	\$ _____
Casework / Countertops.....	\$ _____
Signage.....	\$ _____
Equipment.....	\$ _____
Furnishings.....	\$ _____
Fire Suppression.....	\$ _____
Mechanical.....	\$ _____
Electrical	\$ _____
Plumbing.....	\$ _____
Communications	\$ _____
Electronic Safety and Security.....	\$ _____
Misc. Subs.....	\$ _____
Project Management, Bonds, Insurance, O&P	\$ _____

BASE BID TOTAL \$ _____

BID ALTERNATES: Any of the below alternatives may be selected by owner after final bids have been submitted. Bidder proposes to provide all labor and materials for alternatives as shown on the contract documents for the stipulated sum of:

Bid Alternate #1 \$ _____

DEMO AND REPLACE THE REMAINING 6 PLUMBING FIXTURES THAT ARE NOT NOTED TO BE REPLACED IN BASE BID.

Bid Alternate #2 \$ _____

REMOVE PRICING TO RESURFACE THE ENTIRE PARKING LOT AND REPLACE WITH REPAVING THE ENTIRE SITE.

Bid Alternate #3 \$ _____

PROVIDE 3.5" SOUND INSULATION IN ALL NEW INTERIOR WALLS.

Company Name

Signed by (name & title)

Date

PROPOSAL TIMELINE

November 17, 2024 - RFP Publication

November 19, 2024 - Pre-proposal meeting at project site 2:00 PM

November 22, 2024 – RFI due by 5:00 PM

December 3, 2024 - RFP due to CCS by 10:00 AM

December 10, 2024 – General Contractor selected by CCS

December 12, 2024 - All RFP respondents notified of CCS's selection

December 20, 2024 - Contracting phase completed

January 6, 2025 - Project start date

Project Notes:

CCS has a completed asbestos study which will be made available to respondents for planning purposes.

PROPOSAL INSTRUCTIONS

The proposals submitted will be used by Central Counties Services to assist in making the decision regarding the selection of a General Contractor for this project. It will be helpful if potential firms submit their information in a form that provides for an accurate comparison of all of the proposals submitted. It is presumed that most companies are familiar with submittals of this nature. It is desired that all uncertainties be resolved prior to the submission of the proposal. All bidders must submit three (3) copies in 8-1/2 x 11 format. All proposals must be complete and must be received by December 3, 2024, 10:00 a.m. local time. Phone Bids and Facsimile Proposals will not be accepted. Proposals should be submitted in a sealed package identified as a "Design/Build Proposal" and submitted to the location listed below:

Central Counties Services
304 South 22nd Street
Temple, TX 76501
Attention: Johnnie Wardell

Questions regarding this proposal can be submitted to Daniel Mojica, Daniel.mojica@mrbgroup.com. up to November 22, 2024, at 5:00 PM. Proposals are to be submitted in the format outlined in the following pages. Adherence to this format is mandatory and will provide for a timely review and comparison of RFP responses. RFP

responses not received in this format may be removed from further consideration. The following items provide general information regarding the proposed project and RFP process. These items should be given consideration in constructing your proposal.

Financial Statements: A current audited financial statement is to be included with this RFP response.

Scope of Services: Contract Documents and Construction Phase of this project.

Project Schedule: The project schedule will be developed for this project. The RFP response is to address the actions necessary by your office to develop and implement a workable project schedule. Include an example of your project scheduling in the RFP response.

Cost Control: CCS will employ a GC firm in which the construction manager plays an important role in monitoring cost and value for CCS. The RFP response is to address your office's approach to cost control and Change Orders and achieving the project's budget. Include an example of your cost control reports, project budget formats and Change Order process in the RFP response.

Quality Control: The RFP response is to address your office's approach to quality control and achieving a quality project that exceeds the Owner's expectations.

Dispute Resolution: The RFP response is to address your office's approach to Dispute Resolution and achieving a dispute free project. Include an example of your Dispute Resolution process in the RFP response.

Project Close-out: The RFP response is to address your office's approach to closing out the project in a timely manner. It is important to complete the project within both the allocated budget and the established timelines. Include an example of your project close-out procedure in the RFP response.

Owner's Rights: The Owner reserves the right to accept or reject any or all proposals and to waive any RFP response inconsistencies. CCS may accept or reject any proposal or part of any proposal that it does not feel is in the best interest of the Agency.

Fee Proposal: One (1) copy of a detailed fee proposal is to be included with the RFP response in a sealed envelope clearly marked "Fee Proposal". This proposal is to include all General Conditions items necessary to administer this project in the firm's home office and at the on-site field office. The fee proposal should designate any fixed fee and also include a projection of reimbursable expenses that are anticipated for this project to yield a conceptual estimate of the project. Reimbursable expenses are to be paid at 1.0 times the authorized expenditure. The fee proposal will be a component of the final contract that is awarded. CCS desires to identify a maximum cost to CCS that will only be affected by specific adverse conditions.

PROPOSAL FORMAT

The following items will outline the general proposal format. The RFP response should follow this same format.

PART I - GENERAL INFORMATION

Firm Name

Office Address

Telephone & Fax Number

Contact Person

PART II – ORGANIZATION

Section 1 –

List the manager who will be responsible for our project.

Section 2 - Financial Capabilities

Provide a brief summary of the significant financial data associated with your company. Include financial references and an audited Financial Statement.

Section 3 - Insurance Provisions

Provide information related to the types of insurance and bond that you would be providing for this project. Include detail about the types and amounts of insurance and any other detail that you consider applicable and significant.

PART III - PROJECT APPROACH

Section 1- Personnel for this Project

The RFP response should include the identification of the individual(s) who will be assigned specifically to this project. Their role in the project should be clearly identified as well as those of any assistants that are anticipated. Include the following, if any of the named personnel's information was not included in the submitted RFQ, • Job Description • Resume and Work History

Section 4 - Services by Phase

This project will cycle through several stages. Each phase will require specific services and expertise. The RFP response should contain a schedule of services and other information related to each of the following phases:

- Pre-Construction
- Construction
- Project Close-out

- Additional Services (Note optional services that may be required.)

Section 5 - Schedule Control

By narrative and examples, demonstrate the ability of your firm to develop and implement effective schedules for construction projects of this nature. Specifically address items that relate to completing construction in a timely manner.

Section 6 - Local Involvement

By narrative and examples, demonstrate the ability of your firm to develop and implement the involvement of qualified "local" contractors in the construction project.

Section 7 - Cost Control and Change Orders

By narrative and examples, describe the process that you use to assure that proper cost control is implemented throughout this project. Describe procedures that you typically use to provide that project budgets are maintained and also your role as a representative for the owner with respect to determining and implementing the best cost/benefit alternative for the Owner. Describe the type of controls that you implement and the manner in which you deal with unanticipated occurrences.

Section 8 - Quality Control

By narrative and examples, describe the role of your company in providing assurances that quality in both materials and construction are implemented throughout this project. Note the procedures that you use to advise the Owner on matters related to quality control.

Section 9 - Dispute Resolution

Describe the dispute resolution process that you have used in resolving conflicts that occur during the life of a project. Specifically describe any formal process that will be part of this project.

PART IV - FEE PROPOSAL (IN SEPARATE ENVELOPE)

Section 1 - Services and Items Included

The fee schedule you provide will be an important part of the RFP. This will be a major factor among the qualified companies that are anticipated to submit proposals for this project. Though CCS will not make its decision solely on the fee schedule, the schedule will be used in making the final decision. Past experience with other projects has shown that clearly written fee schedules coupled with the resolution of any uncertainties provides a better basis for comparison among vendors. If the expectations of both the contractor and the owner are aligned at the start of the process, the chances of all parties being satisfied at project conclusion are improved. The fee schedule submitted should address these concerns and should represent a clear picture of the services and

costs that are included. Hidden or contingent fees should be identified and/or avoided. Provide the cost to CCS for the services included in your proposal. A detailed breakdown of costs should be provided with this proposal. Both fixed fee and anticipated reimbursable amounts should be noted.

Section 2 - Services and Items Not Included

This section should identify those items that are not included in the prior section. Specific situations that would require additional fees should be identified in this section. A schedule of hourly fees by job classification and service area for additional services should be provided.

PART V - CLARIFICATION OF PROPOSAL

The RFP should be complete and without contingencies or qualification. This section should not be used to identify contingencies or to qualify the proposal. This section should be used to highlight specific components of the RFP or identify areas that require additional attention. These clarifications are in addition to the main proposal and will be considered during the review process.

PART VI - SIGNATURE OF OFFICER OF FIRM

An officer of the firm must sign the proposal. A general form to be used is included below.

I (we), the undersigned, understand that the information included in this proposal, regardless of whether requested or voluntarily submitted may become part of any agreement subsequently made with the Owner, and we attest to the best of our knowledge, to its accuracy.

_____	_____	_____
Signature	Title	Date

_____	_____	_____
Signature	Title	Date