



2022-AUG-118 Addendum 1

CMAR - Bond Construction Management Services -Evans Elementary Renovation/Miscellaneous Athletic Facility Improvements

Issue Date: 8/4/2022

Questions Deadline: 8/11/2022 08:00 AM (CT)

Response Deadline: 8/18/2022 02:00 PM (CT)

Contact Information

Contact: Brett Sumrow

Address: TX

Phone: (214) 748-2000

Event Information

Number: 2022-AUG-118 Addendum 1
Title: CMAR - Bond Construction Management Services -Evans Elementary
Renovation/Miscellaneous Athletic Facility Improvements
Type: Request for Qualifications
Issue Date: 8/4/2022
Question Deadline: 8/11/2022 08:00 AM (CT)
Response Deadline: 8/18/2022 02:00 PM (CT)
Notes:
This is a REQUEST FOR QUALIFICATIONS FOR CONSTRUCTION
MANAGEMENT AT RISK SERVICES

ALLEN ISD urges all Vendors that provides these services to respond to this Bid/Proposal, even if you are a sole source of the product/service. SPECIFICATIONS are attached (see Attachments tab). Please download and read all the attachments prior to responding to this proposal.

Pre-Proposal Conference: A Pre-proposal conference is scheduled at 5:00 PM on Tuesday, August 9, 2022 at Evans Elementary Cafeteria, 1225 Walnut Springs Dr. Allen, TX 75013.

Bid Submissions: The bid response must be delivered in a SEALED ENVELOPE OR CARTON and received by the opening time and date listed. Vendor is responsible for downloading and executing all required documents and attachments to ensure a responsive bid. **You must submit (6) hard copy bids and one digital copy in .pdf format.** Bids must be plainly marked with the BID NUMBER and TITLE above. Fax or e-mail bids will not be accepted.

Contractors are solely responsible for the timely delivery of their Bid response to the Purchasing Department. Responses received after the deadline will be rejected and shall be returned to the Contractor unopened. Responses submitted by public or private carriers must arrive by the deadline. No provisions or exceptions are made for late delivery due to actions or consequences of third-party carriers.

In the event the District's offices are closed due to inclement weather or for any other unforeseen cause, the deadline for submission shall automatically be extended until the next operational business day, unless Contractor is otherwise notified. The time of day shall remain the same.

Prior to the final selection, Contractors may be required to submit additional information, which the District may deem necessary to further evaluate the Contractor's qualifications.

The District reserves the right to postpone the deadline through an addendum.

Procurement results will become available after approval by the Board of Trustees.

As of the issuance date of this solicitation and continuing until the final date for

submission of proposals, contact with Allen ISD employees, except for staff members of the Purchasing Department, is strictly prohibited. All personnel representing Allen ISD are specifically directed not to hold meetings, conferences or technical discussions with any vendor for purposes of responding to this solicitation. Any vendor found to be acting in any way contrary to this directive will be disqualified from entering into any contract that may result from this solicitation.

Ship To Information

Contact: Patti Reilly
Address: Purchasing
Service Center
1451 N Watters Rd
Allen, TX 75013
Phone: (972) 908-8913
Email: patricia.reilly@allenisd.org

Billing Information

Contact: Accounts Payable
Address: Accounting Department
Administration
3rd
P.O. Box 13
Allen, TX 75013
Phone: (972) 727-0511
Email: accounting@allenisd.org

Bid Attachments

FINAL- Addendum 1 Answers to Question - CMaR Evans Elem.Athletic Field.pdf

FINAL- Addendum 1 Answers to Question - CMaR Evans Elem.Athletic Field.pdf

[View Online](#)

FINAL - Specifications 2022-AUG-118 - Evans Elem.Misc. Athletic.pdf

FINAL - Specifications 2022-AUG-118 - Evans Elem.Misc. Athletic.pdf

[View Online](#)

A133-2019 - 22283.0000 (002) - Working Draft.docx

A133-2019 - 22283.0000 (002) - Working Draft

[View Online](#)

A133ExhibitA-2019 - 22238.0000 - Working Draft.docx

A133ExhibitA-2019 - 22238.0000 - Working Draft

[View Online](#)

A201-2017 - 22283.0000 - Working Draft.docx

A201-2017 - 22283.0000 - Working Draft

[View Online](#)

8.8.18_Allen_ISD_General_Terms_and_Conditions (1).pdf

Allen ISD Terms & Conditions

[View Online](#)

W-9_(Rev._October,_2018).pdf

Blank W9

[View Online](#)

2021 CIQ Form.pdf

2021 Conflict of Interest (CIQ) Questionnaire

[View Online](#)

Certificate_of_Interested_Parties_(Form_1295)_Example_(1).pdf

Certificate of Interested Parties (Form 1295) Example

[View Online](#)

Lobbying_Activities_Form_SF-LLL.pdf

Disclosure of Lobbying Activities

[View Online](#)

Requested Attachments

W-9

(Attachment required)

Conflict of Interest Questionnaire (CIQ)

(Attachment required)

Certificate of Interested Parties (Form 1295)

(Attachment required)

Lobbying Activities Form

(Attachment required)

Bid Attributes

1 Addendum #1

I have read and understand the information provided in Addendum #1 located under the "Attachment" tab #1

☐ I have read and understand this Attribute.

(Required: Check if applicable)

2 Introduction

There are attributes associated with this Bid/Proposal. Some are notes and require no response, but most have a required response.

Please select each page on the right hand side of the blue bar below (at the bottom of this list of attributes) in order to view the next page of Bid Attributes.

3 Open Records Policy

Allen ISD is a governmental entity subject to the Texas Public Information Act. Proposals submitted to AISD as a result of this solicitation may be subject to release as public information after contracts are executed or the procurement is terminated. If a Vendor believes that its response, or parts of its response, may be exempted from disclosure under Texas law, the Vendor must specify page-by-page and line-by-line the parts of the response which it believes are exempt. In addition, the Vendor must specify which exception(s) to the Texas Public Information Act are applicable and provide detailed reasons to substantiate the exception(s). Vague or general claims to confidentiality will not be accepted. AISD assumes no obligation or responsibility relating to the disclosure or nondisclosure of information submitted by Vendors.

☐ I have read and understand this Attribute.

(Required: Check if applicable)

4 Must Attach

Make sure to upload all required documents and forms to the "Response Attachments" tab.

5 Questions

Any questions pertaining to the bid/proposal procedures should be posted in the "Questions" tab.

Any bid question that "Requires" an answer in this document and does not pertain to your company, please enter N/A (not applicable).

6 1.0

SECTION 1.0 - PROPOSAL REQUIREMENTS

7 Authorized Signature

The undersigned, in submitting this Bid/Proposal and endorsement of same, represents that he/she is authorized to obligate his/her Firm, that he/she is an equal opportunity employer and will not discriminate with regard to race, color, religion, sex, national origin, age or disability unrelated to job performance of this Bid/Proposal; that he/she will abide by all the policies and procedures of Allen ISD; and that he/she has read this entire Bid/Proposal package, is aware of the covenants contained herein and will abide by and adhere to the expressed requirements in ALL sections of this Bid/Proposal.

*This is your electronic signature.

☐ Agree

(Required: Check if applicable)

8 Authorized Representative Name and Title

Name and title of authorized official signing this document.

(Required: Maximum 1000 characters allowed)

9 Allen ISD Terms and Conditions

Allen ISD terms and conditions are listed in an attachment. I acknowledge that I have read, understand and agree to the Terms and Conditions.

*This is your electronic signature.

☐ Agree ☐ Disagree

(Required: Check only one)

10 Special Terms, Conditions, and Specifications

The special terms, conditions, and specifications are listed in an attachment. I agree to the specific terms, conditions, and specifications of this Bid/Proposal.

*This is your electronic signature.

☐ Agree ☐ Disagree ☐ Agree with Deviations

(Required: Check only one)

11 No Deviations

I certify that there are NO deviations from the attached specific terms, conditions, and specifications.

☐ Agree

(Optional: Check if applicable)

1
2

Deviations

If your Firm intends to deviate from the Specifications listed in the attached documents, all such deviations must be listed here, with complete and detailed conditions and information included. The District will consider any deviations in its bid award decisions, and the District reserves the right to accept or reject any bids based upon any deviations indicated below. If none please enter N/A (not applicable).

(Required: Maximum 4000 characters allowed)

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Dun & Bradstreet Number (DUNS #)

The Data Universal Numbering System, abbreviated as DUNS or D-U-N-S, is a system developed and regulated by Dun & Bradstreet (D&B) that assigns a unique numeric identifier, referred to as a DUNS number, to a single business entity. The DUNS number is a nine-digit number issued by D&B assigned to each business location in the D&B database having a unique, separate, and distinct operation for the purpose of identifying them.

Please enter your DUNS #. If you do not have one, please enter N/A (not applicable).

(Required: Maximum 9 characters allowed)

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Non-Collusive Bidding Certificate

NON-COLLUSIVE BIDDING CERTIFICATE- By submission of this bid or proposal, the vendor certifies that:

- a) This bid or proposal has been independently arrived at without collusion with any other vendor/bidder or with any competitor;
- b) This bid or proposal has not been knowingly disclosed and will not knowingly be disclosed, prior to the opening of bids or proposals for this project, to any other bidder, competitor or potential competitor;
- c) No attempt has been or will be made to induce any other person, partnership or corporation to submit or not to submit a bid or proposal;
- d) The person signing this bid or proposal certifies that he has fully informed himself regarding the accuracy of the statements contained in this certification under the penalties being applicable to the bidder as well as to the person signing on its behalf.

FAILURE TO SIGN THIS CERTIFICATE MAY BE CAUSE FOR YOUR BID OR PROPOSAL TO BE REJECTED.

Please check if you agree to the Non-Collusive Bidding statements above.

*This is your electronic signature.

☐ Agree ☐ Disagree

(Required: Check only one)

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5

Criminal Background Checks

Respondent agrees by signing and executing this solicitation to provide assurance that all employees, subcontractors, and volunteers of the provider WHO HAVE CONTACT WITH STUDENTS have passed a criminal history background check current within the last year as per defined in Senate Bill 9.

All contractors, subcontractors, and their employees must submit to the District proof of a satisfactory criminal record history of all individuals working on District property through background checks conducted as required by Senate Bill 9. The criminal record history must be obtained by the successful Contractor before any work is performed. The information regarding the requirements for conducting a criminal records check is posted on the [Texas Department of Public Safety's website](#).

The Contractor must provide the District photo identification card and name tag for their employees. Uniforms and ID cards must be worn by employees at all times. Uniforms bearing the Contractor's logo or name, along with employees name must be furnished by the contractor and must be distinct from District auxiliary uniforms and must be of high grade and quality. Employees that fail to wear proper uniforms or ID Cards will immediately be sent home. Contractor will purchase each ID card from Allen ISD after proof of background check is submitted to Allen ISD Human Resource Department. All ID cards will be turned back into Allen ISD within 24 hours upon termination. All terminations must be submitted to Allen ISD in writing within 24 hours to the Facilities Coordinator.

*This is your electronic signature.

☐ Agree ☐ Disagree

(Required: Check only one)

1
6**Felony Conviction Notification**

Texas Education Code, Section 44.034, Notification of Criminal History, Subsection (a), states, "a person or business entity that enters into a contract with a school district must give advance notice to the District if the person or owner or operator of the business entity has been convicted of a felony." The notice must include a general description of the conduct resulting in the conviction of a felony. Subsection (b) states, "a school district may terminate a contract with a person or business entity if the district determines that the person or business entity failed to give notice as required by Subsection (a) or misrepresented the conduct resulting in the conviction." The district must compensate the person or business entity for services performed before the termination of the contract.

Please select the statement that applies to your company regarding the Felony Conviction Notification.

☐ [Please Select One] ☐ Firm is a publicly held corporation

☐ Firm NOT owned/operated by a convicted felon ☐ Firm is owned/operated by a convicted felon

(Required: Check only one)

1
7**Felony Conviction**

If your firm is owned and/or operated by a convicted felon, please provide the name(s) of the convicted person(s) and the details of the conviction(s).

If not applicable, please enter N/A (not applicable).

(Required: Maximum 4000 characters allowed)

1
8**Code of Conduct**

Vendors and their suppliers, installers and all others working on ALLEN ISD schools/projects are required to understand and comply with the following rules and responsibilities. Failure to comply with the following rules and responsibilities may result in a worker's removal from the schools/projects and/or the termination of the subcontractor's contract. Vendors are responsible for their suppliers and installers adherence to these policies. All personnel working on schools/projects will be required to indicate their understanding and agreement to comply with these rules and responsibilities by signing this document.

1. Vendors employees, installers and suppliers who will be entering the district site should check in with the ALLEN ISD designated representative.

2. Vendors employees, installers and supplier must wear picture ID badges while on ALLEN ISD property. See Criminal Background Check Notification attribute included in this proposal.

3. The use of any tobacco products are PROHIBITED on school property. These prohibited items include but are not limited to cigarettes, cigars, chewing tobacco and snuff.

4. Drugs and alcoholic beverages are PROHIBITED.

5. These of vulgar or improper language are PROHIBITED. ALLEN ISD will determine on a case by case basis what constitutes vulgar or improper language.

6. Unacceptable behavior including physical or verbal intimidation, horseplay, or fighting by any individual on school property/projects will result in immediate removal from site. Allen ISD staff will determine unacceptable behavior.

7. School requirements will occasionally result in the untimely termination of a subcontractor's daily activities. Vendors are expected to anticipate and understand these circumstances and also work with ALLEN ISD to make up any scheduling.

8. ALL CONTACT WITH STUDENTS IS STRICTLY PROHIBITED.

9. Vendor's employees, installers and suppliers must be properly dressed in work attire which includes the use of proper work shoes and any personal protection equipment that is needed.

10. Vendor's employees, installers and suppliers will promptly leave the school campus at the end of each work shift.

11. Weapons of any type are not allowed on the job site or parking area. Vendor's employees will comply with all state and district rules regarding weapon free zones.

12. Vendor's employees, installers and suppliers shall submit such background information as may be requested by ALLEN ISD to perform criminal background evaluations/investigations.

13. No person who has charge spending or who has been convicted, received probation or deferred adjudication for the following shall be engaged to work on ALLEN ISD property where students are present:

- Any offense against a child.

- Any sex offense.

- Any crimes against persons involving weapons or violence.

- Any felony offense against property; or any other offense that ALLEN ISD believes might compromise the safety of students, staff or property.

I understand and agree to comply with the rules and responsibilities as stated in the Job Site Code of Conduct.

Additionally, I certify that neither I nor any of my employees are currently in violation or in the future will violate the rules and responsibilities stated above.

*This is your electronic signature.

☐ Agree ☐ Disagree

(Optional: Check only one)

19 Conflict of Interest (Form CIQ)

Conflict of Interest: It is the vendor's responsibility to notify the school district if there is a conflict of interest.

By law this questionnaire must be filed with the records administrator of the local government not later than the 7th business day after the date the person becomes aware of facts that require the statement to be filed. See Section 176.006, Local Government Code. A person commits an offense if the person violates Section 176.006, Local Government Code. An offense under this section is a Class C misdemeanor. (Ref H.B. 23.).

Conflict of Interested Parties (CIQ) form and instructions for completion are found under #7 of the "Attachments" tab of this RFP. The completed form (including signature) must be attached under #2 in the "Response Attachments" tab of this RFP. If nothing to disclose, enter N/A (not applicable) and sign the form prior to attaching it.

20 MWBE/HUB Certification

A bidder/proposer that has been certified as a Minority/Women Business Enterprise (also known as "Historically Underutilized Business" or "HUB" and all referred to in this form as "MWBE") is encouraged to indicate its MWBE certification status when responding to this Bid/Proposal Invitation.

☐ My company HAS been certified as a MWBE ☐ My company HAS NOT been certified as a MWBE

(Required: Check only one)

21 a. MWBE/HUB Certification Cont.

If "My company has been certified as a MWBE" was selected please select from the following:

*This is your electronic signature.

☐ Minority Owned Business ☐ Women Owned Business

☐ Minority Owned Business and Women Owned Business

(Optional: Check only one)

2
2

b. MWBE/HUB Certification Cont.

If "My company has been certified as a MWBE" was selected please answer the following questions:

1.Certificate Number

2.Name of Certifying Agency

*This is your electronic signature.

(Optional: Maximum 1000 characters allowed)

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c. MWBE Compliance

If vendor will be subcontracting any work under this award, if successful, vendor must agree to comply with federal requirements stated on 2 CFR §200.321 Contracting with small and minority businesses, women's business enterprises, and labor surplus area firms.

Does Vendor agree?

*This is your electronic signature.

☐ Agree ☐ Disagree

(Required: Check only one)

Certificate of Interested Parties (Form 1295)

Pursuant HB 1295, the addition of section 2252.908 of the Government Code, all awarded vendors must fill out electronically, with the Texas Ethics Commission's online filing application.

The law states that a governmental entity or state may not enter into certain contract with a business entity unless the business entity submits a disclosure of Interested Parties (Form 1295) to the governmental entity or state agency at the time the business entity submits the signed contract to the governmental entity or state agency. The Texas Ethics Commission has adopted rules requiring the business to file Form 1295 electronically with the Commission. This form must then be signed and attached under #3 in the "Response Attachments" tab of this RFP, prior to any business transaction. A sample form has been included for your reference under #8 in the "Attachments" tab of this RFP.

The commission has made available on its website a new filing application that must be used to file Form 1295. A business entity must use this application to enter the required information on Form 1295 and print a copy of the completed form, which will include a certification of filing that will contain a unique certification number. An authorization agent of the business entity must sign the printed copy of the form. The completed Form 1295 with the certification of filing must be filed with Allen ISD. The filing application site can be located at: https://www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm

Following is a link to a video, which explains this process and how to fill out the form:

<https://www.ethics.state.tx.us/filinginfo/videos/Form1295/CreateCertificate/CreateCertificate.html>

Please note the following:

Box 2: Please enter Allen ISD

Box 3: Please use AISD's solicitation (bid) number as the identification number being requested and the contract name as description of goods or services.

A new form must be completed for each contract entered into with Allen ISD.

Certificate of Interested Parties (Form 1295) Cont.

A sample Certificate of Interested Parties (Form 1295) form has been included for your reference under #8 in the "Attachments" tab of this RFP.

Following is a link to a video which explains this process and how to fill out the form:

<https://www.ethics.state.tx.us/filinginfo/videos/Form1295/CreateCertificate/CreateCertificate.html>

☐ I have read and understand this Attribute.
(Required: Check if applicable)

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Disclosure of Lobbying Activities

Disclosure of Lobbying Activities (Form SF-LLL) and instructions for completion are found under #9 of the "Attachments" tab of this RFP. The completed form (including signature) must be attached under #4 of the "Response Attachments" tab of this RFP. If nothing to disclose, enter N/A (not applicable) and sign the form prior to attaching it.

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Israel Boycott HB 793

Pursuant to Section 2270.002 of the Texas Government Code, Respondent certifies that either (i) it meets an exemption criteria under Section 2270.002; or (ii) it does not boycott Israel and will not boycott Israel during the term of the contract resulting from this solicitation. Respondent shall state any facts that make it exempt from the boycott certification in its Response.

☐ Agree

(Required: Check if applicable)

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8

Foreign Terrorist Organizations SB 252

Vendor certifies that they do not support foreign terrorist organizations and are in compliance with Sections 2252.152-154 of the Texas Government Code.

☐ Agree

(Required: Check if applicable)

2
9

Government Code Chapter 2272 - Non-Abortion Provider or Affiliate

Pursuant to Texas Government Code Chapter 2272, the District is prohibited from contracting with any abortion provider or an affiliate of an abortion provider whereby the provider or affiliate receives something of value derived from state or local tax revenue. Any contract entered into by the District is void if the prospective vendor has such a prohibited affiliation or contractual relationship.

By submitting a proposal in response to the request for proposal, you are certifying to the District that you or your company do not have such an affiliation or contractual relationship.

☐ Agree ☐ Disagree

(Required: Check only one)

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Contracting Information SB 943

The requirements of Subchapter J, Chapter 552, Government Code, may apply to this bid and any related contracts(s). The contractor or vendor agrees that the contract can be terminated if the contractor or vendor knowingly or intentionally fails to comply with a requirement of that subchapter.

This bid response does not contain trade secrets and/or proprietary information.

☐ Agree ☐ Disagree

(Required: Check only one)

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1

Contracting Information SB 943 cont.

If you disagree because your bid response includes trade secrets and/or proprietary information, please list:

1) the specific line items (from the "Line Items" tab of this document) which contain this information

and/or

2) the page numbers from your proposal which contain this information

(Optional: Maximum 4000 characters allowed)

3
2

Certification of Compliance with Texas Family Code Provision

As per Section 14.52 of the Texas Family Code, added by SB 84, Acts, 73rd Legislature, R.S. (1993)

I, the undersigned vendor, do hereby acknowledge that NO sole proprietor, partner, majority shareholder of a corporation, or an owner of 10% or more of another business entity is 30 days or more delinquent in paying child support under a court order or a written repayment agreement. I understand that under this provision, a sole proprietorship, partnership, corporation or other entity in which a sole proprietor, partner, majority shareholder of a corporation, or an owner of 10% more of another entity is 30 days or more delinquent in paying child support under a court order or a written repayment agreement is NOT eligible to bid or receive a state contract.

☐ I have read and understand this Attribute.

(Required: Check if applicable)

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Government Code Chapter 2274 - Firearm Entity/Trade Association Nondiscrimination

Pursuant to Texas Government Code Chapter 2274 of SB19 (87th session), if vendor has ten (10) or more employees, is not a sole proprietorship, and if the value of vendor's bid or proposal has a value of \$100,000 or more, vendor certifies by submitting vendor's bid or proposal that it does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association and will not during the term of any contract with the District, unless excepted from that law.

☐ Agree ☐ Disagree

(Required: Check only one)

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4

Workers' Compensation Agreement

By agreeing to this contract, or providing or causing to be provided a certificate of coverage, the contractor is representing to the governmental entity that all employees of the contractor who will provide services on the project will be covered by workers' compensation coverage for the duration of the project, that the coverage will be based on proper reporting of classification codes and payroll amounts, and that all coverage agreements will be filed with the appropriate insurance carrier or, in the case of a self-insured, with the commission's Division of Self-Insurance Regulation. Providing false or misleading information may subject the contractor to administrative penalties, criminal penalties, civil penalties, or other civil actions.

More information on Workers' Compensation requirements and regulations can be found online at:
<http://www.statutes.legis.state.tx.us/Docs/LA/htm/LA.406.htm>

-

*This is your electronic signature.

☐ Agree ☐ Disagree

(Required: Check only one)

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Certificate of Residency

Pursuant to Government Code, Chapter 2252, Subchapter A, the District must be provided the following information for a response to be accepted. "A governmental entity may not award a governmental contract to a nonresident prosper unless the nonresident under Bids the lowest Bid submitted by a responsible resident bidder by an amount that is not less than the amount by which a resident bidder would be required to under Bid the nonresident bidder to obtain a comparable contract in the state in which the nonresident's principal place of business is located."

"Resident prosper" refers to a person whose principal place of business is in this state, including a contractor whose ultimate parent company or majority owner has its principal place of business in this state.

"Nonresident bidder" refers to a person who is not a resident.

☐ My company is a "resident bidder" ☐ My company is a "nonresident bidder"

(Required: Check only one)

3
6

a. Certificate of Residency Cont.

If "nonresident bidder" selected please answer the following questions:

1. In what state is your principal place of business?

2. Does your "resident state" require bidder whose principle place of business is in Texas to under Bid Contractors whose resident state is the same as yours by a prescribed amount or percentage to receive a comparable contract?

3. If yes, what is the amount or percentage?

(Optional: Maximum 4000 characters allowed)

3
7

District Purchase Order Policy Agreement

Items and/or services are to be delivered to Allen Independent School District **ONLY** when a district approved purchase order has been e-mailed to your company. **Under no circumstances, should items and/or services be provided to the District without a properly drawn District purchase order.** If your company provides any item and/or service without a properly drawn District purchase order, you are NOT GUARANTEED PAYMENT and the item and/or service you're provided could be constituted as a donation to the district.

Please inform any staff member that handles the Allen Independent School District account of these procedures.

Please check if you agree to Allen ISD Purchase Order Policy.

*This is your electronic signature.

☐ Agree ☐ Disagree

(Required: Check only one)

Supplier Information

Company Name:

Contact Name:

Address:

Phone:

Fax:

Email:

Supplier Notes

By submitting your response, you certify that you are authorized to represent and bind your company.

Print Name

Signature