



CITY OF SAN ANGELO
PURCHASING DEPARTMENT
72 West College Avenue, San Angelo, Texas 76903
Tel: (325) 657-4219 or 657-4220

SUBMISSION FORMS



CONTRACTOR'S PROPOSAL FORM

Date: _____

Company Name _____

PROPOSAL TO: City Of San Angelo
 72 West College Avenue
 San Angelo, TX 76903

PROJECT CONSTRUCTION BUDGET:

In submitting this Proposal, it is understood that this Proposal may not be altered or withdrawn for ninety (90) days, and that the Owner has reserved the right to reject any and all Proposals.

The Undersigned certifies that this Proposal is made in good faith, without collusion or connection with any other person, persons, partnership, company, firm, association, or corporation offering Proposals on this work, for the following sum or prices to wit:

1. Preconstruction Fee

For all pre-construction phase services including pre-planning, cost estimating, scheduling, value engineering, constructability reviews; the total cost for these services list the lump sum amount:

Dollars \$ _____

2. General Conditions

Proposed cost for General Conditions to accommodate the onsite staff through construction. These items will include, but not be limited to, office trailers, phones, furniture, copiers, computers, software, supplies, cleaning, move in/move out, printing expenses, site personnel's radios, pagers, phones, etc. construction manager's required equipment, insurance premiums, and other items specifically provided for in Attachment 1 Provide a Cost Per Month Amount:

Dollars \$ _____

3. Construction Manager At Risk Fee

List your proposed fee as a percentage of construction cost including all overhead and profit:

Percent % _____

5. Contractor Contingency

List your proposed Contractor's contingency based on a percentage of construction or stipulated sum. Owner may choose to hold a separate contingency for the project

Percent % / Sum \$ _____

THIS FORM MUST BE RETURNED WITH THE BID



Company Name _____

CONTRACTOR'S EXPERIENCE & QUALIFICATIONS

I. General

- a. Qualification information submitted shall be applicable only to the company entity or branch that will perform this Work.
- b. CMAR and/or General Contractor experience in these areas: Assembly Building Construction, Theater Construction (New / Renovation), Historic Preservation / Renovation of Historic Structures
- c. Attach your Project Organization Chart
- d. Submit list of other fully staffed branch offices
- e. Submit list of corporate officers, partnerships or owners of organization

II. History

- a. Please specify:
 ___ Corporation - State of Incorporation _____
 ___ Partnership ___ Sole Proprietorship ___ Joint Venture
- b. Specify: In continuous business since: _____
- c. Specify:
 ___ Large Business (100 or more employees)
 ___ Small Business (fewer than 100 employees)
 ___ Other _____

III. Experience

- a. Normally performs _____% of work with own forces.
- b. Proposing to perform _____% of work for this project with own forces.
 - i. List Trades _____

(Additional attachments as required)

IV. CMAR Past Experience

Identify and describe the firm's past experience for providing Construction Manager at Risk 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. Similar Projects in Size and Scope Completed in Last Five Years.

Project	Public Entity / Municipality	\$ Amount	Type	Date

THIS FORM MUST BE RETURNED WITH THE BID

CONTRACTOR'S FINANCIAL RESOURCES

Submit your last audited financial statement and most current financial statement.

Company Name _____

CONTRACTOR REFERENCES

DO NOT SUBSTITUTE

References: Name five (5) projects of similar work, giving owner's name, owner's representative's name, project architect's name, and telephone numbers for each. References must be provided for owners of similar size and scope as the proposed City project.

Reference One

Government/Company Name: _____
Location: _____
Contact Person And Title: _____
Telephone Number: _____
Contact Email Address: _____
Scope Of Work: _____
Contract Amount: _____
Contract Period: _____

Reference Two

Government/Company Name: _____
Location: _____
Contact Person And Title: _____
Telephone Number: _____
Contact Email Address: _____
Scope Of Work: _____
Contract Amount: _____
Contract Period: _____

Reference Three

Government/Company Name: _____
Location: _____
Contact Person And Title: _____
Telephone Number: _____
Contact Email Address: _____
Scope Of Work: _____
Contract Amount: _____
Contract Period: _____

THIS FORM MUST BE RETURNED WITH THE BID

Reference Four

Government/Company Name: _____
Location: _____
Contact Person And Title: _____
Telephone Number: _____
Contact Email Address: _____
Scope Of Work: _____
Contract Amount: _____
Contract Period: _____

Reference Five

Government/Company Name: _____
Location: _____
Contact Person And Title: _____
Telephone Number: _____
Contact Email Address: _____
Scope Of Work: _____
Contract Amount: _____
Contract Period: _____

1.1.



Company Name _____

CONTRACTOR KEY PERSONNEL

I. Superintendent & Project Manager Information

- a. Resumes of key personnel shall also be included. Professional affiliations, memberships, and certifications for each of the key personnel must be included and will be used to evaluate the proposed team and personnel.

Project Manager	Years Experience	Projects

Superintendent	Years Experience	Projects

Scheduler	Years Experience	Projects

Quality Control Person	Years Experience	Projects

THIS FORM MUST BE RETURNED WITH THE BID

Company Name: _____

CONTRACTOR'S CURRENT WORK SCHEDULE/RECORD

I. Current Work Schedule

List major construction projects your organization has in-progress using the format below:

Name & Location of Project	Contract \$	% Complete	Projected Completion Date	Owner Contact And Phone

a. Total number and dollar amount of contracts currently in progress:

Number _____ \$ _____

b. Largest single contract amount currently in progress:

Project Name: _____

Projected Completion Date: _____

Dollar Amount \$ _____

II. Past Record

a. List major construction projects your organization has completed in the last 5 years with completion dates and references.

Name & Location of Project	Contract \$	Date Completed	Owner Contact and Phone

b. Volume of work completed over last 5 years:

2013 \$ _____ 2012 \$ _____

2011 \$ _____ 2010 \$ _____

2009 \$ _____

THIS FORM MUST BE RETURNED WITH THE BID

CONTRACTOR'S LITIGATION, CLAIMS, REPUTATION & COMPLIANCE

I. Please answer the following questions

- a. Has your firm ever defaulted, been declared to be in default, or failed to complete any work awarded?
__ Yes __ No

If yes, stipulate where and why: _____

- b. Has your firm ever paid (or had withheld from payment) liquidated damages for failure to complete a contract on time?
__ Yes __ No

If yes, stipulate where and why: _____

- c. Has your organization ever been charged with or paid a fine for non-compliance of State and/or Federal statutes or regulations?
__ Yes __ No

If yes, stipulate where and why: _____

II. List pending claims and/or litigation against or involving project owners at time of submitting Proposal. Show project name, owner and summary explanation.

THIS FORM MUST BE RETURNED WITH THE BID

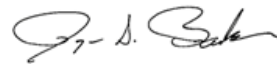
Disclosure of Certain Relationships

NOTICE TO VENDORS

Effective January 1, 2006, Chapter 176 of the Texas Local Government Code requires that any vendor or person considering doing business with a local governmental entity make certain disclosures concerning any affiliation or business relationship that might cause a conflict of interest with the local governmental entity. The provisions of Chapter 176 and the Form CIQ questionnaire that you must complete to comply with this law, are available at the Texas Ethics Commission website at <http://www.ethics.state.tx.us/whasnew/confliict forms.htm>.

A current list of City of San Angelo and City of San Angelo Development Corporations officers is available in the office of the City of San Angelo City Clerk's office located in Room 201 of City Hall or on the City's website at <http://sanangelotexas.org>. If you are considering doing business with the City of San Angelo or the City of San Angelo Development Corporation and have an affiliation or business relationship that requires you to submit a completed Form CIQ, it must be filed with the records administrator (City Clerk) of the City of San Angelo not later than the seventh (7th) business day after the date you become aware of facts that require the form to be filed. See Section 176.006, Texas Local Government Code. It is a Class C misdemeanor to violate this provision.

By Submitting a response to a City of San Angelo or City of San Angelo Development Corporation Request for Proposals, Request for Bids, or Request for Qualifications or by conducting business with either of those two entities, you are representing that you are in compliance with the requirements of Chapter 176 of the Texas Local Government Code.



Roger S. Banks
Division Manager

CONFLICT OF INTEREST QUESTIONNAIRE

FORM CIQ

For vendor or other person doing business with local governmental entity

This questionnaire reflects changes made to the law by H.B. 1491, 80th Leg., Regular Session.

This questionnaire is being filed in accordance with Chapter 176, Local Government Code by a person who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the person meets requirements under Section 176.006(a).

By law this questionnaire must be filed with the records administrator of the local governmental entity 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 knowingly violates Section 176.006, Local Government Code. An offense under this section is a Class C misdemeanor.

OFFICE USE ONLY

Date Received

1 Name of person who has a business relationship with local governmental entity.

2 **Check this box if you are filing an update to a previously filed questionnaire.**

(The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date the originally filed questionnaire becomes incomplete or inaccurate.)

3 Name of local government officer with whom filer has employment or business relationship.

Name of Officer

This section (item 3 including subparts A, B, C & D) must be completed for each officer with whom the filer has an employment or other business relationship as defined by Section 176.001(1-a), Local Government Code. Attach additional pages to this Form CIQ as necessary.

A. Is the local government officer named in this section receiving or likely to receive taxable income, other than investment income, from the filer of the questionnaire?

Yes No

B. Is the filer of the questionnaire receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer named in this section AND the taxable income is not received from the local governmental entity?

Yes No

C. Is the filer of this questionnaire employed by a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership of 10 percent or more?

Yes No

D. Describe each employment or business relationship with the local government officer named in this section.

4

Signature of person doing business with the governmental entity

Date

THIS FORM MUST BE RETURNED WITH THE BID

Adopted 06/29/2007

Local Government Officers of the City Of San Angelo

As defined by Chapter 176 of the Texas Local Government Code
(Revised 8/6/13)

For purposes of completion of the required Conflict of Interest Questionnaire for the City of San Angelo (required by all Vendors who submit bids/proposals), Local Government Officers are:

City of San Angelo City Council:

Mayor: Dwain Morrison, Mayor

- Councilmembers:
 - Rodney Fleming, SMD 1
 - Marty Self, SMD 2
 - Johnny Silvas, SMD 3
 - Don Vardeman, SMD 4
 - Elizabeth Grindstaff, SMD5
 - Mayor Pro-Tempore: Charlotte Farmer, SMD 6

City Manager: Daniel Valenzuela

City of San Angelo Development Corporation officers are:

- Scott Tankersley, President
- John Edward Bariou, Jr. - First Vice President
- Tony Villarreal - Second Vice President
- Daniel Anderson - Director
- Richard Crisp - Director
- Tommy Hiebert - Director
- Pedro Ramirez – Director

Executive Director: Roland Pena



DEBARMENT AND SUSPENSION CERTIFICATION

- (1) The prospective primary participant certifies to the best of its knowledge and belief that it and its principals:
 - (a) Are not presently debarred, suspended, proposed for disbarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
 - (b) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - (c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
 - (d) Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause or default.

- (2) Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective primary participant shall attach an explanation to this proposal.

(Please print)

Company Name

Signature

Printed Name

Title

Address

City, State Zip Code

THIS FORM MUST BE RETURNED WITH THE BID

Instructions for Certification

1. By signing and submitting this proposal, the prospective participant is providing the certification set out below.
2. The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The prospective participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the determination whether to enter into this transaction. However, failure of the prospective participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.
3. The certification in this clause is a material representation of fact upon which reliance was placed when the City of San Angelo determined to enter into this transaction. If it is later determined that the prospective participant knowingly rendered an erroneous certification, in addition to other remedies available, the City of San Angelo may terminate this transaction for cause.
4. The prospective participant shall provide immediate written notice to the City of San Angelo to which this proposal is submitted if at any time the prospective participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
5. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549(13 CFR Part 145). You may contact the City of San Angelo for assistance in obtaining a copy of these regulations.
6. The prospective participant agrees by submitting this proposal that, should the proposed transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the City of San Angelo.
7. The prospective participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment And Suspension" provided by the City of San Angelo, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
8. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the ineligibility of its principals. Each participant may, but is not required to, check the Nonprocurement List.
9. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
10. Except for transactions authorized under paragraph 6 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the City of San Angelo, the City of San Angelo may terminate this transaction for cause.

Company Name _____

PROJECT GENERAL CONDITIONS PROPOSAL DETAIL

DESCRIPTION	QTY	UNIT	\$ Cost/Unit Including All Burden & Insurance, Etc	TOTAL
On Site Project Management				
Project Executive		MO		
Project Manager		MO		
Superintendent(s)		MO		
Asst. Superintendent		MO		
Office Engineer(s)		MO		
Project Expeditor		MO		
Scheduler		MO		
Project Support Staff		MO		
Cost Engineer		MO		
Bonds and Insurance				
GL, Auto, WC & Builders Risk		LS		
Payment & Performance Bonds		LS		
Temporary Project Construction and Utilities for CM Staff				
Dumpsters fro CM staff		MO		
Monthly Telephone Service		MO		
Project Water		MO		
Temporary Toilets		MO		
Temporary Fire Protection		MO		
Telephone System Installation		LS		
Ceremonies		LS		
Field Offices & Office Supplies for CM Staff				
Job Photos and Videos		MO		
CM Project Specific Signage		LS		
Postage and Deliveries		MO		
Mobilization for Office Trailers		LS		
Monthly Office Rental Costs		MO		
Storage Trailers		MO		
Field Office Equipment		MO		
Vehicles including Fuel, Maintenance & Ins		MO		
Safety Equipment		MO		
First Aid Supplies		MO		
Job Office Supplies		MO		
Janitorial Supplies		MO		
Project Computers and Software		MO		
Field Office Furniture		MO		
Copy Machine and Supplies		MO		
Communications Equipment		MO		
Advertising		MO		
Total General Conditions				

THIS FORM MUST BE RETURNED WITH THE BID



CITY OF SAN ANGELO
PURCHASING DEPARTMENT
72 West College Avenue, San Angelo, Texas 76903
Tel: (325) 657-4219 or 657-4220

RECEIPT OF ADDENDA

I hereby acknowledge receipt of the following Addenda: _____

Receipt is hereby acknowledged of the following addenda to the Contract documents.

Addendum No. 1 Dated: _____	Received: _____
Addendum No. 2 Dated: _____	Received: _____
Addendum No. 3 Dated: _____	Received: _____
Addendum No. 4 Dated: _____	Received: _____
Addendum No. 5 Dated: _____	Received: _____

(Please print)

Company Name

Signature

Printed Name

Title

Address

City, State Zip Code

THIS FORM MUST BE RETURNED WITH THE BID

