



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

## **ADDENDUM 1**

**Date: October 6, 2014**

**RFP No. CE-02-14/CMAR-City Auditorium**

**Location: San Angelo, Texas**

**Bid Date: October 15, 2014/2:00 PM Local Time**

The following clarifications, changes, additions, and/or deletions are hereby made to the specifications and contract documents:

- Clarification:

Disregard the estimated days of construction of 365 days as listed in the RFP

The proposer shall provide an estimate of the total construction days for the scope of work. This could be a range of months since there is limited information to evaluate. The final date will be determined with the guaranteed maximum price is submitted. The City is looking for your monthly "General Conditions" expenses, see attachment, to manage the project based on normal construction work hours and work weeks. There is no plan for an accelerated schedule on this project.

It is the sole responsibility of the firm to ensure that the sealed submittal arrives at the above location by specified deadline regardless of method chosen by the company for delivery.

Faxed or electronically transmitted submittals will not be accepted

Sincerely,

A handwritten signature in black ink, appearing to read "Roger S. Banks".

Roger S. Banks  
Purchasing, Division Manager



**CONTRACTOR'S PROPOSAL FORM (Revised)**

Date: \_\_\_\_\_

Company Name \_\_\_\_\_

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In submitting this Proposal, it is understood that this Proposal may not be altered or withdrawn for ninety (90) days, and that the Owner has reserved the right to reject any and all Proposals.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

Provide a reasonable estimate of construction time for the proposed scope of work Estimate may be in a range of 3 months, ie. 12-15 months

Time \_\_\_\_\_ to \_\_\_\_\_ months

**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 budget or a 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: \_\_\_\_\_

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**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: \_\_\_\_\_



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.

<b>Project Manager</b>	<b>Years Experience</b>	<b>Projects</b>

<b>Superintendent</b>	<b>Years Experience</b>	<b>Projects</b>

<b>Scheduler</b>	<b>Years Experience</b>	<b>Projects</b>

<b>Quality Control Person</b>	<b>Years Experience</b>	<b>Projects</b>

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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 \$ \_\_\_\_\_

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Company Name \_\_\_\_\_

**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.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_





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## 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 (7<sup>th</sup>) 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.**

A handwritten signature in black ink, appearing to read "Roger S. Banks".

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

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## 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
<b>On Site Project Management</b>				
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		
<b>Bonds and Insurance</b>				
GL, Auto, WC & Builders Risk		LS		
Payment & Performance Bonds		LS		
<b>Temporary Project Construction and Utilities for CM Staff</b>				
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		
<b>Field Offices &amp; Office Supplies for CM Staff</b>				
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		
<b>Total General Conditions</b>				

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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

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PURCHASING DEPARTMENT  
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Tel: (325) 657-4219 or 657-4220

**CERTIFICATION OF PROPOSAL**

The undersigned affirms that they are duly authorized to execute the City of San Angelo Construction Agreement, that this Proposal has not been prepared in collusion with any other Offeror, and that the contents of this Proposal have not been communicated to any other Offeror prior to the official opening of this Proposal. Additionally, the undersigned affirms that the firm is willing to sign a Performance Agreement with the City of San Angelo.

Date: \_\_\_\_\_

Signed By: \_\_\_\_\_ Title: \_\_\_\_\_

Typed Name: \_\_\_\_\_ Company Name: \_\_\_\_\_

Phone No.: \_\_\_\_\_ Fax No.: \_\_\_\_\_

Email: \_\_\_\_\_

Proposal Address: \_\_\_\_\_  
P.O. Box or Street City State Zip

Order Address: \_\_\_\_\_  
P.O. Box or Street City State Zip

Remit Address: \_\_\_\_\_  
P.O. Box or Street City State Zip

Federal Tax ID No.: \_\_\_\_\_

###

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