



Contracting Branch | Infrastructure Division  
4200 Smith School Road  
Austin, Texas 78744

# NOTICE TO OFFERORS

PROJECT NO. 117587D

Headquarters Complex Repairs and Replacements

Yoakum Dunes Wildlife Management Area  
Cochran County, Texas

**FEDERAL GRANT FUNDED**

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Issue Date	June 11, 2024
Pre-Proposal Conference (Non-Mandatory)	1:00 PM CT, June 20, 2024
Pre-Proposal Site Visit (Non-Mandatory)	By Appointment, June 24-28, 2024
Deadline to Submit Questions	2:00 PM CT, June 28, 2024
Addendum to Offeror's Questions (Est.)	July 10, 2024
Proposal Due Date	2:00 PM CT, July 23, 2024
Virtual Public Proposal Opening	3:00 PM CT, July 23, 2024

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Contract Manager: Nicole Chupka, CTCD | CTCM  
Email: [nicole.chupka@tpwd.texas.gov](mailto:nicole.chupka@tpwd.texas.gov)

Sealed proposals for the above project will only be accepted from Offerors when submitted to the Texas Parks and Wildlife Department using the online bid portal. Proposals will be accepted by the Contracting Branch, Infrastructure Division until **2:00 PM, Central Standard Time, Tuesday, July 23, 2024.**

***Continue to page 3 of this document for the bid portal link to access this project's portal site.***

## GENERAL SCOPE OF WORK

Project scope includes all labor, equipment, tools, materials, and incidentals required for repairs and replacements to multiple buildings at the Wildlife Management Area headquarters complex. This includes but is not limited to:

- Base Proposal-- envelope repairs and replacements associated with the exterior walls, windows and doors to the site's Residence Building and Shop/Office building.
- Proposal Option- envelope repair and replacements associated with the exterior metal roof panels at the site's Storage Building.

## PROJECT ESTIMATE

Texas Parks and Wildlife Department estimate for this construction scope is \$400,000.00.

## PROJECT FUNDING

This project is funded by a Federal Grant.

## PROJECT SCHEDULE

The Base Proposal scope of work shall be completed within one hundred and thirty-four (134) calendar days or less, commencing on the date specified in the Notice to Proceed. An additional thirty (30) calendar days will be added to the contract time if the Proposal Option is awarded. The performance period includes completing the various aspects required to complete the work including submission of all submittals, mobilization, procurement, installation, testing, inspection, and delivery of documents described in the Uniform General Conditions Article 12, 12.1.1.1.

## CONTACT INFORMATION

Questions related to accessing the Request for Proposal via the online bid portal may be directed to Nicole Chupka, Contract Manager, using [nicole.chupka@tpwd.texas.gov](mailto:nicole.chupka@tpwd.texas.gov) or 512-389-4423.

Technical questions related to the plans and specifications for the project shall be submitted via the bid portal Q&A section. The Q&A board can be accessed using the bid portal link.

## PRE-PROPOSAL CONFERENCE

Texas Parks and Wildlife Department will host a pre-proposal conference on **June 20, 2024, at 1:00 PM (CT)**. Although the pre-proposal conference is not mandatory, Offerors are strongly encouraged to attend as important information regarding proposal submittal requirements and an overview of the Project will be discussed. Failure to give proper consideration to conditions when preparing the proposal will not constitute grounds for additional compensation.

The online Pre-Proposal conference will be conducted using Microsoft® Teams. Bidders may use their browser to access the meeting or a Microsoft® Teams application.

**Important Note:** In order to receive the Teams™ calendar invitation with link to attend the Pre-Proposal Conference, attendees must register in advance.

**Register in advance using this link:**

[https://forms.office.com/Pages/ResponsePage.aspx?id=p\\_1keK1i7EeB7DlyZuOjX6K1nQLSwt5lldrDf15KKT-RUM1AzRIY2RFFTU0FNSjJaVEdIM0pUOTRQNC4u](https://forms.office.com/Pages/ResponsePage.aspx?id=p_1keK1i7EeB7DlyZuOjX6K1nQLSwt5lldrDf15KKT-RUM1AzRIY2RFFTU0FNSjJaVEdIM0pUOTRQNC4u)

Prior to the Conference, TPWD will send an email calendar invitation containing information about joining the on-line video conference to each registrant. **Proposers are asked to register at least 24 hours in advance of the conference date and time in order to receive a timely invitation in link.**

Following the Conference, the presentation slides will be posted to the Electronic State Business Daily.

## PRE-PROPOSAL SITE VISIT

Visits to the site to observe existing conditions are available by appointment only. **Site Visits shall be scheduled by contacting Randy Johnson, Site Manager using 806-229-3215. These visits may be accommodated on weekdays from Monday, June 24 through Friday, June 28, 2024. Visits will only be scheduled during regular business hours between 8:00AM and 5:00PM.**

Note: the Yoakum Dunes Wildlife Management Area is not open to the public and does not have full-time staff onsite. There will be no one at the site to allow *unscheduled* visitors access to the property. With this, any site visits are by appointment only.

Visitors with an appointment can travel west from the city of Sundown, Texas on W. FM 301 to the intersection with FM 1780 and enter at the sign for Yoakum Dunes; located approximately ½ mile west of the FM 301/FM 1780 intersection. Travelers are best served by conducting a search using Google Maps® for “Yoakum Dunes Wildlife Management Area” and following those navigation instructions for the entrance in Whiteface, Texas:

<https://maps.app.goo.gl/qY55z6hD7vxpx2YN7>

A visit to the project site is not mandatory, however, the Owner strongly encourages potential Offerors to view the project site to allow proper consideration of site conditions prior to preparing the proposal. The Owner offers no guarantee that the project site will be accessible to potential Offerors at any time other the days specified in this solicitation for schedule coordination. Failure to consider site conditions will not constitute grounds for additional compensation.

Visits to the site are only offered to allow potential Offerors the opportunity to *observe* existing conditions. Owner representative(s) will not address any questions posed by Offerors. Thorough the solicitation and award phases, attempts to ask questions by phone or in person will not be allowed or recognized as valid. Failure to observe this restriction may disqualify Offeror.

## RFP ACCESS AND SUBMITTAL INSTRUCTIONS

Documentation for this Request for Competitive Sealed Proposals is available in eBuilder® Bid Portal (bid portal). All proposals must be submitted electronically through the bid portal. **Use the link below to access the project.**

<https://gateway.gov.e-builder.net/app/bidders/landing?accountid=121b7321-f922-472a-a736-897455b50fee&projectid=ef49ef9b-1b7f-4b27-ada3-a8dc63bec97b&bidpackageid=61139e88-6946-407a-99dc-46c514a66209>

**Offerors must register as a bidder within eBuilder® Bid Portal to respond to this solicitation.** When signing in the first time, it is recommended that Offerors review the instructions provided by eBuilder®. **Please Note:** To bid on the project, you will need to create a new account, even if you already have an e-Builder login. The bid portal is a separate platform within e-Builder®. See also Bid Portal Video Tutorial Link: <https://vimeo.com/374214070>

Proposals will only be accepted from Offerors when submitted to the Texas Parks and Wildlife Department using the bid portal NO LATER THAN the date and time specified in the CSP Section 1.05. The bid portal will not allow uploads after the advertised deadline time and date as stated in these documents, or as amended in any addenda. When required by the solicitation, Offeror must submit its proposal using the forms issued by Owner and included in these documents. **Owner will not accept proposals that are delivered by any other means.** Owner is not responsible for failure of electronic equipment or operator error.

**To ensure that all documents are submitted before the deadline, Offerors are encouraged to log into the bid portal and submit a draft proposal at least 24 hours prior to proposal opening. Proposals can be withdrawn and resubmitted until the proposal opening time shown above.**

For informational purposes, project plans and specifications can be downloaded directly from the bid portal.

REQUIRED SUBMITTALS are detailed in the 117587D\_RequestforProposals.pdf document within the bid portal. Do not embed any documents within your uploaded files as they will not be accessible or evaluated. Carefully review each document to ensure all required components are included.

PROPOSAL SECURITY in the form of a bid bond, certified check, or cashier's check must accompany the proposal in an amount of not less than five percent (5%) of the total proposal amount. Digital copies of the security bond must be uploaded in the bid portal. If using a certified check or cashier's check for security bond, the original document must be received by TPWD Infrastructure Division, attention to the designated contract manager at 4200 Smith School Road, Austin, TX 78744 by 12:00 PM on the second business day following the proposal submittal deadline.

Any questions regarding the use of the bid portal can be directed to the designated Contract Manager for this solicitation.

## **VIRTUAL PUBLIC OPENING**

Proposals will be opened virtually on **Tuesday, July 23, 2024 at 3:00 PM (CT)** using Microsoft® Teams. Offerors and any members of the public may join the meeting to observe the proposal opening. Offerors may use their browser to access the meeting or a Microsoft® Teams application to access the meeting.

Please contact Nicole Chupka, Contract Manager using [nicole.chupka@tpwd.texas.gov](mailto:nicole.chupka@tpwd.texas.gov) for an invitation to attend the virtual public opening.

Pursuant to Texas Government Code § 2269.155 (d), Owner will post the final consensus evaluation matrix no later than the seventh business day after award of the contract. Posting will be made to [TPWD's Construction & Professional Services](#) webpage.