On-Line Pre-Bid Video Meeting
April 12, 2021 at 10:30 AM

Invitation for Bids and Contract Documents

Project No. 1210776 – Headquarters Office Building Roof Replacement at Chaparral Wildlife Management Area (WMA), La Salle County, Texas

*Please mute your device.*
INTRODUCTIONS AND SIGN IN

ALTHOUGH THIS IS NOT A MANDATORY MEETING, PLEASE ENSURE THAT A REPRESENTATIVE OF YOUR COMPANY COMPLETES THE PRE-REGISTRATION FORM SO THAT WE MAY HAVE A RECORD OF YOUR ATTENDANCE.
BID DUE DATE:

Bids are due prior to 2:00 PM (CT) on May 6, 2021

TPWD accepts bids at the TPWD HQ via hand delivery, U. S. Postal Service or by Overnight/Express Mail.

Information for delivery are found in Instructions to Bidders 1.6 – DELIVERY OF BIDS

Bids may be delivered by hand delivery, U. S. Postal Service or by Overnight/Express Mail.
# Delivery of Bids

<table>
<thead>
<tr>
<th>U. S. Postal Services</th>
<th>Overnight/Express Mail</th>
</tr>
</thead>
</table>
| Texas Parks & Wildlife Dept.  
ATTN: Infrastructure Division  
4200 Smith School Road  
Austin, Texas 78744  
Hours – 8:00 AM to 5:00 PM (CT) | Texas Parks & Wildlife Dept.  
Mail Room  
ATTN: Infrastructure Division  
4200 Smith School Road  
Austin, Texas 78744  
Hours – 8:00 AM to 5:00 PM (CT) |
General Information

- **Single Point of Contact** during the solicitation and award period: Lyndsi Sandoval, Contract Manager, TPWD

- *Email:* lyndsi.sandoval@tpwd.texas.gov

- All **questions** should be submitted in writing (Email preferred) by 5:00 PM (CT), April 23, 2021.
General Information

- **Addenda:**
  - Clarifications or interpretation of the Solicitation that materially affect or change the requirements
  - Posted on the TPWD website and Electronic State Business Daily.

- Bidder shall return signature page of all posted Addendas

- It is the responsibility of the Bidder to obtain information regarding addenda in a timely manner.
General Information

➢ Addenda:
  ➢ TPWD Website at:
    Construction and Professional Services - Bids and Vendor Opportunities - TPWD (texas.gov)
  ➢ Electronic State Business Daily. (ESBD) at:
    http://www.txsmartbuy.com/esbddetails/view/1210776
Bid Submission

- Do NOT leave anything blank.
- If it doesn’t apply, please put NA.
Bid Submission

Instructions to bidders.

➢ Carefully read and comply with all requirements

1. **INTRODUCTION:** The Texas Parks and Wildlife Department (TPWD) is soliciting bids for Headquarters Office Building Roof Replacement at Chaparral Wildlife Management Area located in La Salle County, Texas per the specifications provided herein.

2. **TERM OF CONTRACT:** All work shall be completed within one hundred twenty (120) calendar days commencing on the date specified in the Notice to Proceed.

   2.1. This contract is contingent upon the continued availability of funding. If funds become unavailable through lack of appropriations, legislative budget cuts, amendment of the Appropriations Act, state agency consolidations, or any other disruption of current appropriations, provisions of the Termination Article in Attachments A - General Terms and Conditions for Minor Repair shall apply.

   2.2. The Purchase Order (Contract) may be extended by TPWD because of changes ordered in the work or due to unforeseeable delays not within the control of or arising from the fault of either party. Claims or extensions of time must be made in writing and supported by sufficient written evidence to justify the claim. Claims for extensions of time shall be granted by written Change Order.

   2.3. The contract shall terminate upon full performance of all requirements contained in this contract, unless otherwise extended, as provided in accordance with the contract terms and conditions.

3. **Pre-Bid On-Line Video Conference:** A pre-bid on-line video conference will be held on **April 12, 2021 at 10:30 AM (CT).** Although the pre-bid conference is not mandatory, bidders are strongly encouraged to attend as important information regarding bid submittal requirements and an overview of the Project will be discussed.

   The on-line video 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 to the pre-bid on-line video conference, bidders must pre-register. Following the on-line video conference, the PowerPoint™ presentation will be posted to TPWD’s website and the Electronic State Business Daily.

   Register in advance using this link: [Pre-bid Registration Form](#)

   The deadline to register is 5:00 PM on April 11, 2021.

   Prior to the on-line video conference, TPWD will send an email calendar invitation containing information about joining the on-line video conference to each requestor.

4. **Site Visit:** A one-time site visit will be held on **April 15, 2021 at 10:30 AM,** everyone will meet outside Park Headquarters building and will proceed to the job site with Construction Manager, William Ramos. Williams Ramos will conduct the site visit. Attendees are reminded that questions will not be answered during this meeting. All questions must be put in writing and submitted to Lyndsi Sandoval, Contract Manager by **5:00PM CT, April 23, 2021.**
Complete all blanks

17. **CONTRACTOR RESPONSIBILITIES:**

17.1. Contractor agrees to comply with all terms and conditions contained in this solicitation and resulting Contract.

17.2. Contractor guarantees services offered will meet or exceed the written specifications identified in this solicitation.

17.3. **Permits:** Contractor shall be responsible, at the Contractor’s expense, for obtaining any and all permits or licenses required by city, county, state, or federal rules, regulations, law, or codes that pertain to the Contract.

17.4. **Electrical Items:** All electrical items provided by the Contractor to TPWD under the Contract must meet all applicable OSHA standards and regulations, and bear the appropriate listing from UL, FMRC, or NEMA.

17.5. **Executive Head:** Pursuant to Gov’t Code §669.003, the TPWD may not enter into a contract with a person who employs a current or former Executive Head of a state agency until four years have passed since that person was the Executive head of the state agency. By submitting a Response, the Respondent certifies that it does not employ any person who was the Executive Head of a state agency in the past four years. If Section 669.003 applies, Respondent shall complete the following information in order for the response submission to be evaluated:

   - Name of former executive: _________________________
   - Name of state agency: ____________________________
   - Date of separation from state agency: _________________
   - Position with Respondent: __________________________
   - Date of employment with Respondent: ________________

17.6. Contractor agrees to take precautions necessary to protect person or property against injury or damage, and be responsible for such injury or damage.

17.7. Contractor agrees to comply with Federal law or State Worker’s Compensation laws which are applicable to the work required or performed under this contract and to pay or cause to be paid all compensation, medical or hospital bills which may become due or payable thereunder, and to protect and indemnify TPWD from and against any and all liability by reason of Injury to employees of Contractor or subcontractor.

17.8. Contractor shall provide all labor, equipment and materials (unless otherwise stated herein) necessary to furnish the goods or perform the service. All employees of the Contractor shall be a minimum of 17 years of age and experienced in the type of work to be performed. Only the Contractor and its employees will be allowed on state property during working hours.

65. **BUSINESS OWNERSHIP:**

65.1. Pursuant to Texas Family Code, title 5, Subtitle D, Section 231.006(d), regarding child support, the Respondent certifies that the individual or business entity named in this bid is not ineligible to receive the specified payment and acknowledges that this contract may be terminated and payment may be withheld if this certification is inaccurate. Furthermore, any bidder subject to Section 231.006 must include names and Social security numbers of each person with at least 25% ownership of the business entity submitting the bid. This information must be provided prior to award.

65.2. **RESPONDENT MUST PROVIDE, IN THE SPACE BELOW, THE NAME AND SOCIAL SECURITY NUMBER OF AN INDIVIDUAL OWNER, A SOLE PROPRIETOR AND ALL PARTNERS, SHAREHOLDERS, OR OWNERS WITH AN OWNERSHIP INTEREST OF AT LEAST TWENTY-FIVE (25) PERCENT OF THE BUSINESS ENTITY ENTERING INTO THIS CONTRACT. BIDDERS THAT HAVE PRE-REGISTERED THIS INFORMATION ON THE CPA/SPD CENTRALIZED MASTER BIDDERS LIST HAVE SATISIFIED THIS REQUIREMENT. IF NOT PRE-REGISTERED, COMPLETE THE FOLLOWING:**

   - DO NOT ENTER “CORPORATION”, “PUBLIC CORPORATION”, “PUBLICLY TRADED COMPANY” OR OTHER NON-RESPONSIVE ANSWERS. IF NO ONE PERSON CONTROLS 25% OR MORE OF THE ORGANIZATION, ENTER “NONE”.

   - Name ______________________ SSN ___________ % __________
   - Name ______________________ SSN ___________ % __________
Bid Submission

1. INTRODUCTION: The Texas Parks and Wildlife Department (TPWD) is soliciting bids for Headquarters Office Building Roof Replacement at Chaparral Wildlife Management Area located in La Salle County, Texas per the specifications provided herein.

2. TERM OF CONTRACT: All Work shall be completed within one hundred twenty (120) calendar days commencing on the date specified in the Notice to Proceed.

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   2.3. The contract shall terminate upon full performance of all requirements contained in this contract, unless otherwise extended, as provided in accordance with the contract terms and conditions.
## Conditions of the Contract

### Insurance Requirements

Refer to Article 13 Insurance:

<table>
<thead>
<tr>
<th>Type of Insurance</th>
<th>Each Occurrence/Aggregate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Workers Compensation</td>
<td>Statutory</td>
</tr>
<tr>
<td>Employer’s Liability</td>
<td>$1,000,000 Ea. Accident</td>
</tr>
<tr>
<td>Bodily Injury by Accident</td>
<td>$1,000,000 Ea. Employee</td>
</tr>
<tr>
<td>Bodily Injury by Disease</td>
<td>$1,000,000 Policy Limit</td>
</tr>
<tr>
<td>Commercial General Liability</td>
<td>$1,000,000 Bodily Injury &amp; Property Damage – Each Occurrence</td>
</tr>
<tr>
<td>General Aggregate Applies Per Project</td>
<td>$2,000,000 Aggregate Limit</td>
</tr>
<tr>
<td></td>
<td>$5,000 Medical Expense Each Person</td>
</tr>
<tr>
<td></td>
<td>$1,000,000 Personal Injury &amp; Advertising Liability</td>
</tr>
<tr>
<td></td>
<td>$2,000,000 Products / Completed Operations Aggregate Limit</td>
</tr>
<tr>
<td>Automobile Liability</td>
<td>$1,000,000 Combined Single Limit</td>
</tr>
<tr>
<td>All Owned, Hired and Non-Owned Vehicles</td>
<td></td>
</tr>
</tbody>
</table>
Bid Submission

Complete and Submit: Contractor’s Qualification From (All Pages)

Company Profile

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**CONTRACTOR’S QUALIFICATION FORM - COMPANY PROFILE**

Bidder shall use this attachment to clearly demonstrate how they meet the requirements set forth in this IFB. This form may be modified as needed to comply with the requirement to document company information. Failure to return this attachment may result in the proposal being considered non-responsive.

<table>
<thead>
<tr>
<th><strong>Company Name:</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Number Years in Business:</strong></td>
<td><strong>Number of Employees:</strong></td>
</tr>
<tr>
<td><strong>Principal place of business (Corporate Headquarters):</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Address:</strong></td>
<td></td>
</tr>
<tr>
<td><strong>City, State, Zip:</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Facility responsible for servicing the contract:</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Address:</strong></td>
<td></td>
</tr>
<tr>
<td><strong>City, State, Zip:</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Contact Person regarding company’s proposal submission to the solicitation:</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Name / Title:</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Phone Number:</strong></td>
<td><strong>Fax Number:</strong></td>
</tr>
<tr>
<td><strong>Email Address:</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Personnel who will be responsible for the management and day-to-day operations of the services solicited in this solicitation.</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Name/Title:</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Indicate if your company or any of its subsidiaries filed or met criteria for bankruptcy within last five years.</strong></td>
<td></td>
</tr>
<tr>
<td><em>No</em> <em>Yes</em> If yes, explain.</td>
<td></td>
</tr>
<tr>
<td><strong>Indicate if your company or any of its subsidiaries has been involved in litigation within last five years. If yes, explain.</strong></td>
<td></td>
</tr>
<tr>
<td><em>Yes</em> <em>No</em> If yes, explain.</td>
<td></td>
</tr>
<tr>
<td><strong>Description of firm’s background, history, and qualifications:</strong> (You may attach additional page for this section.)</td>
<td></td>
</tr>
</tbody>
</table>
Section Two – Past Projects with Corresponding References

In the Instruction to Bidders, Section 12, Contractor Qualifications:

Contractor must demonstrate at least five (5) years experience performing services of similar size, scope and complexity to that described in this IFB in order to be considered for award. Refer to Minimum Qualifications – Article 7.
Complete and Submit: Bid Schedule

- Include **ALL** pages

- Base Bid

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**BID SCHEDULE**

Having carefully examined the Invitation for Bids (IFB) for project No. 1210775 at for the Texas Parks and Wildlife Department and all other contract documents, the undersigned proposes to provide the requested services for the sum of:

<table>
<thead>
<tr>
<th>BASE BID ITEMS</th>
<th>LUMP SUM PRICE</th>
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<tbody>
<tr>
<td>Material</td>
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</tr>
<tr>
<td>Labor</td>
<td>$</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>$</td>
</tr>
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</table>

(Total Base Bid Price written in words)

BASE BID will be evaluated and determination of the low bidder will be based on responsiveness and responsibility of the bidder and on the Base Bid. HOWEVER, TPWD RESERVES THE RIGHT TO AWARD TO THE LOW BIDDER ANY COMBINATION OF BID ITEMS OR TO REJECT ALL BIDS.

The undersigned agrees that, if awarded the Contract, the work will be completed within one hundred twenty (120) calendar days, commencing on the date specified in the Notice to Proceed.
Submit: Bid Security

Submit a bid bond, certified check or cashier’s check drawn to the order of the Texas Parks and Wildlife Department for not less than five percent (5%) of the total amount of your bid.

Certified checks and cashier checks must be originals.

No other form of bid security will be accepted.

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The undersigned agrees that, if awarded the Contract, the work will be completed within one hundred twenty (120) calendar days, commencing on the date specified in the Notice to Proceed.
Conditions of the Contract

- **Prevailing Wages.**

- **Liquidated Damages:** The sum of $339.22 per calendar day has been set as a reasonable estimate of just compensation to the Owner if Contractor does not complete the work by the completion date.

Conditions of the Contract

TPWD utilizes a Project Management Information System called eBuilder® to manage its construction projects. eBuilder is a cloud-based system that is accessible anywhere there is a web connection. eBuilder® will be used by the Owner, Architect/Engineer and the Contractor for tasks including, but not limited to the following:

- Contractor Application for Payment request(s)
- Submittals
- Request for Information (RFI)
- Construction Reports
- Architect Supplemental Information (ASI)
- Change Order documentation
- Progress Meeting Minutes
- Site Observation Reports
- Inspection Reports
- Outsourced (3rd party) Testing Reports
- general correspondence
- any other Owner requested tasks and/or documents

The eBuilder® website is: (https://gov.e-builder.net)
Reminders: and Questions

REMINDER: Site visit is scheduled for Thursday, 4/15 @ 10:30AM! Questions are due in writing by April 23, 2021 by 5:00PM and will be answered by Addendum.

Lyndsi Sandoval – Contract Manager

lyndsi.sandoval@tpwd.texas.gov
512-389-8777

Information provided by anyone other than published point of contact (Lyndsi Sandoval) is non-binding.