

NOTICE TO BIDDERS

Headquarters (HQ) HVAC Renovation
MR11493R

Sealed bids for the above project will only be accepted from Contractors when submitted to the Texas Parks and Wildlife Department using the online Bid Portal hosted by eBuilder. Bids will be accepted by the Contracting Branch, Infrastructure Division until 2:00 PM CST, August 6, 2024.

A virtual public bid opening of responses will be conducted by the Texas Parks and Wildlife Department via Microsoft Teams at 3:00 PM on August 6, 2024. Interested attendees must register in advance for this meeting. Click on the link below to register for the bid opening. After registering, participants will receive a confirmation email containing information about joining the meeting.

Bid Submittal Instructions:

1. Prepare your submission materials:

Requested Information

Name	Type	# of Files	Requirement
Bidder Affirmations	File Type: PDF (.pdf)	Multiple	Required
Contractor’s Qualifications Statement	File Type: PDF (.pdf)	Multiple	Required
HUB Subcontracting Plan	File Type: PDF (.pdf)	Multiple	Required
Bid Security (scanned copy)	File Type: PDF (.pdf)	Multiple	Required

Please note the type and number of files allowed. Please do not embed any documents within your uploaded files as they will not be accessible or evaluated.

2. Upload your submission. Use the link below to access the Bid Portal.

- Bid Portal Link: <https://gateway.gov.e-builder.net/app/bidders/landing?accountid=121b7321-f922-472a-a736-897455b50fee&projectid=0a9a258d-11f5-427f-9991-818a6ab837c3&bidpackageid=f2c18472-138f-42f9-af89-c281c43c07ad>

To bid on the project, you will need to create a new Bid Portal account, even if you already have an e-Builder login. The Bid Portal is a separate platform within e-Builder.

Bid Portal Video Tutorial Link: <https://vimeo.com/374214070>

Bidders are encouraged to log into the bid portal and submit a draft response at least 24 hrs. prior to bid opening. Bids can be withdrawn and resubmitted until the bid opening time shown above.

We strongly recommend that you give yourself sufficient time and **at least ONE (1) day** before the bid opening time to begin the uploading process and finalize your submission.

For informational purposes, project plans and specifications can be downloaded directly from the Bid Portal.

General Scope of Work:

Furnish all labor, equipment, materials, and incidentals necessary for replacement of the existing VRF HVAC System that serves the Headquarters (HQ) at Mother Neff State Park in accordance with the Contract Documents. Single Zone Mini Splits will serve the space for ease of maintenance. The Engineers Probable Opinion of Cost ranges from \$90,000.00 to \$110,000.00

Project Schedule:

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

Bid Security:

All bids must be submitted on the forms furnished for that purpose, and each proposal must be accompanied by bid bond, or certified check made payable to the Texas Parks and Wildlife Department, in an amount of not less than (5) percent of the total bid amount. A photocopy of the bid bond or certified check may be uploaded through the Bid Portal; however, the physical copy must be received by TPWD, Attn: Misty Wyatt at 824 S. Fuqua, Rockport, Texas 78382, by 12:00 pm (noon) of the second business day following the bid submittal deadline.

Contact Information: All questions related to this project should be directed to Misty K. Wyatt, CTCD, CTCM via the eBuilder Bid Portal Q&A board. The Q&A board can be accessed using the above eBuilder Bid Portal link.

Any questions *regarding the use of the Bid Portal for bidding* can be directed to INFContracting@tpwd.texas.gov.

TPWD reserves the right to reject any and all bids and to waive minor irregularities in the bidding process.

Pre-Bid Conference

A virtual pre-bid conference will be held on July 22, 2024 at 3:00 PM CST. Potential respondents must pre-register for the pre-bid conference at:

<https://forms.office.com/g/GsxprZ8PPF>

After registering, you will receive a confirmation e-mail containing information about joining the pre-bid conference. 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 virtual pre-bid conference will be conducted using Microsoft® Teams. Bidders may use their browser to access the meeting or a Microsoft® Teams application.

Site Visit

A site visit to view the project site will be held on July 23, 2024 at 10:00 AM CST at Mother Neff State Park, 1921 Park Road 14, Moody, Texas 76557.

Supplemental Bidding Information

TPWD has selected to perform bid openings via virtual meetings. To facilitate virtual bid openings, TPWD will host all bid openings **one (1) hour after the bid opening deadline**. Interested attendees must register in advance to obtain information regarding the virtual bid opening.

Bid Opening Registration form: <https://forms.office.com/g/rBfiBVi7jF>