

ADVERTISEMENT FOR COMPETITIVE SEALED PROPOSALS

Competitive Sealed Proposals for the construction of the **Hutchins City Hall Building** will be received by the **City of Hutchins**, 321 N. Main Street, Hutchins, Texas 75141 at the office of the City Secretary until **10:00 a.m. CST on March 21, 2024**. The envelope must be sealed and clearly marked **"SEALED PROPOSALS – HUTCHINS CITY HALL BUILDING"**. The proposals will be publicly opened and read aloud at City Hall, 321 N. Main Street, Hutchins, Texas 75141 at **10:05 a.m. CST on March 21, 2024**.

City of Hutchins New City Hall: Includes site work, general construction, structural, mechanical, electrical, plumbing, and finish out for a complete and operational +/- 20,962 SF New City Hall.

This is a best value procurement being procured from competitive sealed proposals. Obtain digital documents by visiting Brandstetter Carroll's planroom website at www.bciplans.com. The fee for downloading digital documents shall be \$75.00. Any printing costs shall be coordinated and incurred by the bidder. All questions are to be directed to Mary Ann Mitchell, Brandstetter Carroll Inc. at mmitchell@bciaep.com or (210) 386-5113. The deadline for submitting questions is 5:00 PM, **Thursday, March 14, 2024**.

There will be a **non-mandatory Pre-proposal Conference on March 5, 2024, at 2:00 p.m. CST**. The Pre-proposal Conference will be held at City of Hutchins Public Safety Building at 550 Palestine Street, Hutchins, Texas 75141. Sub-contractors who expect to be associated with the project are invited.

Bidders must submit with their sealed proposals a Cashier's Check in the amount of five percent (5%) of the maximum amount of the bid, payable without recourse to the City of Hutchins or a Bid Bond in the same amount from a reliable Surety Company as guarantee that the Bidder will enter into a contract and execute bonds and guarantee forms provided within ten (10) days after notice of award of contract.

The successful Bidder must furnish payment and performance bonds each in the amount of 100 percent (100%) of the contract price from an approved Surety Company holding a permit from the State of Texas, to act as Surety and be acceptable according to the latest list of companies holding certificates of authority from the United States Department of Treasury, or other Surety or Sureties acceptable to the Owner.

All unit prices must be stated in both script and figures. The Owner reserves the right to reject any or all bids and to waive formalities. In case of ambiguity or lack of clearness in stating the price in the bids, the Owner reserves the right to consider the most advantageous construction thereof, or to reject the bid. Unreasonable or unbalanced unit prices will be considered sufficient cause of rejection of any bid or bids.

The successful Bidder shall begin Work on receipt of the Notice to Proceed and shall complete the Work within the Contract Time of 420 calendar days. Work is subject to liquidated damages per the Supplemental Conditions of the Contract

No Proposer may withdraw his Proposal within thirty (30) days after the actual date of the opening thereof.

Evaluation and Selection Process: Proposals will be reviewed by a Selection Team. The Selection Team will include members from City staff. Selection for the construction services in this Request will be made on the basis of best value in accordance with the selection criteria. The prices proposed under the contract must be consistent with and not higher than the recommended practices published by the applicable associations.

Selection of a firm to provide the required materials and services shall be in accordance with the City of Hutchins Purchasing Policies and procedures and the State of Texas Local Government Code 252.043 and Texas Government Code 2269. The City of Hutchins shall open all submissions and evaluate each respondent in accordance to the below criteria.

Ratings:

Proposed Cost Amount

37%

- a. Proposed cost of construction

Past Performance and Experience on Similar Projects

33%

The respondent's successful experience in projects within the primary areas similar to the scope of work requested in this RFP will be a major consideration. Based on the past performance of both the individual personnel and the respondent, the City of Hutchins will determine if the respondent has the track record to provide the required services in successfully administering similar projects.

- a. Quality of respondent's work, based on recent and relevant project experience on similar assignments, demonstrating suitability to undertake work.
- b. Experience with other municipalities and/or public entities.
- c. Minimum 3 references relating to project experience, including contact name and project details; past performance appraisals if available.

Experience and qualifications of key personnel available for this project

27%

The qualifications of the respondent in terms of experience, service capability and resources will be reviewed in order to assess the ability of the respondent to successfully complete the project assignment. The firm's ability to provide the necessary professional and technical expertise and supervision will be a major consideration.

- a. Experience and qualifications of key personnel available for this project.
- b. Are the subcontractors experienced with similar project and public project?
- c. Does the General Contractor and Subcontractors have experience working together on previous project?
- d. Availability of General Contractor and Sub-Contractors in future (i.e. warranty work and/or like items).

Indicators of Probable Performance under contract

3%

- a. Does the Respondent have a good bonding record?
- b. Does the Respondent have a safety program in place?