

# **Bid Opportunity - City Hall Building Construction Project**

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News Release Date

02-22-2024

**This notice contains the updated information from Addendum #2.**

### REQUEST FOR COMPETITIVE SEALED PROPOSAL

Sealed proposals addressed to the City of Hutchins shall be received at City of Hutchins City Hall, 321 North Main Street, Hutchins, TX 75141 until **10:00 A.M. local time, Thursday, 21 March 2024**, for the construction services to complete the project in place per the project construction documents:

**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](http://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 \[at\] bciaep.com](mailto:mmitchell@bciaep.com) or (210) 386-5113. The deadline for submitting questions is 5:00 PM, Thursday, 14 March 2024.

There will be a **non-mandatory Pre-proposal Conference on Tuesday, 5 March 2024, at 2:00 PM**. 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.

Proposals received later than the specified time and date will not be considered. The proposals will be officially ranked by the criteria, which includes price, as set forth in the RFCSP documents. Negotiations may be held with the highest ranked Bidder. This procurement will be awarded by City Council based upon best value per the selection criteria.

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.

All proposals, as well as Payment and Performance Bonds, must be made on the provided document forms included in the bid package. The submitted proposal shall not be altered, withdrawn, or resubmitted within thirty (30) days from and after the date of the proposal opening.

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:**

|                             |            |
|-----------------------------|------------|
| <b>Proposed Cost Amount</b> | <b>37%</b> |
|-----------------------------|------------|

1. 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.

- 1. Quality of respondent’s work, based on recent and relevant project experience on similar assignments, demonstrating suitability to undertake work.
- 2. Experience with other municipalities and/or public entities.
- 3. 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.

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

**Indicators of Probable Performance under contract**

**3%**

1. Does the Respondent have a good bonding record?
2. Does the Respondent have a safety program in place?

**In addition to the above factors, others that can be utilized as stated within Local Government Code 252.043 are: (1) the extent to which the goods or services meet the City's needs, (2) the impact on the ability of the City to comply with the laws and rules related to contracting with historically underutilized businesses and non-profit organizations employing persons with disabilities, (3) the long term cost to the City to acquire the respondents' goods and services, and (4) any relevant criteria specifically listed in the solicitation by the City.**

In accordance with Local Government Code 252.049, trade secrets and confidential information in competitive sealed proposals are not open for public inspection. **A public opening will be conducted with this process.**

Each proposal must be accompanied by a cashier's check, certified check or acceptable proposal bond payable without recourse to the City of Hutchins, Texas in the amount not less than five (5%) of the proposal submitted as a guarantee that the Offeror will enter into a contract and execute any required bonds, and insurance certificate, within ten (10) days after the notification of the award of the contract to the Offeror.

No officer or employee of the City of Hutchins shall have a financial interest, direct or indirect, in any contract with the City of Hutchins.

The City of Hutchins encourages the participation of local general contractors and local contractors.

## Supporting Documents

Supplementary Instructions to Bidders 119.54 KB

City Hall Building Project - Adv. for Bids - Updated with Addendum 2 Information 114.79 KB

