REQUEST FOR PROPOSALS # 182

Blinn College District invites qualified firms to submit Proposals for:

CONSTRUCTION MANAGER AT RISK SERVICES
Old Main Renovations
Brenham Campus

Proposals will close on:

July 22, 2021 @ 2:00 PM C.D.T.

Sealed Proposals must be submitted to the following location with the proposal # in the lower left corner of the envelope. Faxed proposals will not be accepted.

Mail Proposals to: Blinn College Purchasing
902 College Avenue
Brenham, Texas 77833

Deliver Proposals to: Blinn College Purchasing
902 College Avenue – Classroom Building Room 17
Brenham, Texas 77833

RFP# 182
Construction Manager at Risk for Old Main Renovations

Proposals that arrive after the closing date and time will be rejected. Time/date stamp clock in the Purchasing Department shall be the official time of receipt. Responses received via email after submission deadline shall be replied to and unopened and will be considered void and unacceptable. Mailing of a Proposal does not ensure that the RFP will be delivered on time or delivered at all. The proposer (not the college) is solely responsible for ensuring the RFP is received prior to the closing date and time. Delivery at any other email address is unacceptable.

Blinn reserves the right to reject any and/or all Proposals, to award contracts as may appear advantageous to Blinn, and to waive all formalities in offering.

Ross Schroeder – Director of Purchasing
Blinn College District, a Junior College District of Washington County, is receiving proposals for Construction Manager at Risk services for the renovations to the historic Old Main Building on the Brenham campus in Brenham, Texas. The selection of the Construction Manager-at-Risk will be in compliance with the provisions of the Texas Educational Code Section 44.031 and consist of the one-step process set forth in Section 2269 of the Texas Government Code.

A Pre-proposal meeting is scheduled for July 7, 2021 at 10:30 AM at the Physical Plant on the Brenham Campus.

Please limit the number of attendees at the pre-proposal meeting to one (1) per company.

1. Response to Request for Proposal

Respondents are required to provide detailed written responses to this RFP no later than July 22, 2021 @ 2:00 PM C.D.T. Responses received after this date will not be considered or accepted.

Written responses shall address each requirement identified in this RFP. Failure to provide all requested information will be considered an incomplete response. Blinn College District reserves the right to reject any or all proposals and to accept any proposal deemed as providing the best value to the Blinn College District. Blinn College District shall rank the respondents based on the “best value” for the College based on the published selection criteria and on the ranking evaluations.

Respondents are required to submit one (1) bound copy and one (1) electronic flash drive of the proposal statement.

Proposals shall be prepared simply and economically, providing a straightforward, concise description of the respondent's ability to meet the requirements of this RFP. Emphasis shall be on completeness, clarity of content, responsiveness to the requirements, and an understanding of Owner's needs.

The respondent’s qualification statement shall be a maximum of Fifteen (15) pages in length.

Respondents shall carefully read the information contained in this RFP and submit a complete response to all requirements and questions as directed.

Proposals and any other information submitted by respondents in response to this RFP shall become the property of the Owner.

The Owner will not compensate respondents for any expenses incurred in Proposals preparation or for any presentations that may be made, unless agreed to in writing in advance or required by law. Respondents submit Proposals at their own risk and expense.

Proposals that are qualified with conditional clauses, alterations, items not called for in the RFP documents, or irregularities of any kind are subject to rejection by the Owner.

The Owner makes no representations of any kind that an award will be made as a result of this RFP. The Owner reserves the right to accept or reject any or all Proposals, waive any formalities or minor technical inconsistencies, or delete any item/requirements from this RFP when deemed to be in Owner's best interest. Proposals shall consist of answers to questions identified in Section 3 of the RFP. It is not necessary to repeat the question in the Proposals; however, it is essential to reference the question number with the corresponding answer.
Failure to comply with all requirements contained in this Request for Proposals may result in the rejection of the Proposal.

Questions regarding the project and this Request for Proposals are to be directed to:

Ross Schroeder  
Blinn College District  
Director of Purchasing  
902 College Ave.  
Brenham, Texas 77833  
Phone: 979-830-4118  
Email: ross.schroeder@blinn.edu

RFP #182 Calendar

<table>
<thead>
<tr>
<th>Date/Time</th>
<th>Action</th>
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<tbody>
<tr>
<td>June 24, 2021</td>
<td>Advertisement</td>
</tr>
<tr>
<td>July 1, 2021</td>
<td>Advertisement</td>
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</tbody>
</table>
| July 7, 2021, 10:30 am | Pre-Proposal Meeting:  
                        | Physical Plant Office  
                        | Blinn-Brenham Campus   |
| July 9, 2021, 5:00 pm | Last day and time to submit email inquires  
                        | Submit to: ross.schroeder@blinn.edu |
| July 14, 2021      | Addenda issued, if any, communicated by e-mail                          |
| July 22, 2021, 2:00 pm | Deadline for Submission, RFP #182  
                        | Blinn College District Purchasing  
                        | Attn: Mr. Ross Schroeder, Director of Purchasing  
                        | 902 College Ave., Classroom Building Room 17  
                        | Brenham, TX 77833 |
| August 1, 2021     | Submit Agenda Item to Administration                                    |
| Tuesday, August 17, 2021 | Recommendation of selected firm to the Board of  
                        | Trustees for approval                                                  |
2. **Scope of Work**

   Project Name: Old Main Renovations on the Blinn-Brenham Campus  
   Proposed Delivery Method: Construction Manager at Risk (CMAR)  
   Type of Project: Renovation of a Historic Building  
   Planned Gross Area: 35,000 Square Feet  
   Number of Floors above Grade: 4 floors  
   Project Location: Blinn College District, Brenham Campus, 902 College Ave., Brenham, TX 77833  
   Budget: Total project budget is To Be Determined with a possible breakdown as follows:
      1) HVAC Upgrades: $1,250,000 (amount available for construction) paid through HEERF funding  
         (Davis-Bacon Wage Rates will be required for this scope)  
      2) Additional Upgrades: $1,350,000 (amount available for construction) paid through Blinn funding  

The scope of work relative to this RFP submission includes the following:

1. Upgrades to HVAC system, including replacing all HVAC unit throughout the building, revising the HVAC layout on the 4th floor, reinsulating on chilled water piping, modifications to all fresh air intakes and exhaust located in the attic/soffit, sealing/insulating the attic/mechanical space.
2. Additional upgrades include refinishing all areas of the building not effected by the storm damage, replacing all lighting not effected by the storm damage, replacing plumbing fixtures, replacing drinking fountains, relocating light switches, upgrading the elevator, repairing the belltower, revising the structured cabling on the 4th floor, adding security cameras and wireless access points throughout the building, as well as other minor renovations.

**Project Schedule:**

The anticipated construction schedule is to be determined with the desire to award a GMP as soon as possible and, if necessary, to provide for multiple partial substantial completion dates to allow for the re-occupancy of the 1st and 2nd floors by March 21, 2022 allowing for the remainder of the work to be completed by April 29, 2022.
3. Evaluation Criteria and Selection Process

Proposals Evaluation Criteria and Requirements

All proposals will be evaluated based on the criteria listed below by the evaluation committee. The committee shall consist of individuals who have knowledge or experience of the subject matter in the RFP; beneficiaries and/or users of the RFP’s subject matter; and individuals who provide a diversity of experience within the Blinn College District.

Proposals Evaluation Criteria

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<th>Max. Score</th>
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<tr>
<td>Qualifications, Experience and Reputation (Company Profile, Relevant Higher Education Project Experience, Client References, Quality Control Program)</td>
<td>20</td>
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<tr>
<td>Safety Record and Plan</td>
<td>10</td>
</tr>
<tr>
<td>Proposed Lead Personnel</td>
<td>20</td>
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<tr>
<td>Ability to Meet Project Completion Timeline</td>
<td>20</td>
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<tr>
<td>Proposal Cost (Fees and General Conditions) see attached Exhibit A – Fee Proposal Form</td>
<td>25</td>
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<tr>
<td>Completeness and Thoroughness of Proposals</td>
<td>5</td>
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<tr>
<td><strong>TOTAL MAXIMUM PROPOSAL SCORE</strong></td>
<td><strong>100</strong></td>
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The following information is required to be included in the RFP response for step one at a minimum. The descriptions below correspond with the scoring factors outlined above.

1. Qualifications, Experience, & Reputation

   A. Provide your company profile including history, company principals, number of employees, annual revenues, date the company was established, and any lawsuits/liens within the past five years in accordance with the format included in this RFP.

   B. Provide a list of five (5) completed projects within the last five (5) years which are similar/relevant to the project under this RFP in accordance with the format included in this RFP.

   C. Relevant Client References – Provide three (3) references of completed projects within the last five (5) years which are similar/relevant to the project under this RFP in accordance with the format included in this RFP.

   D. Quality of Goods/Services:
      i. Provide your Quality Control Plan that will be implemented and utilized on this project to ensure the delivery of quality goods and services, the schedule/timeline and budget are met and that all issues will be handled in a prompt, professional manner.

2. Safety Record & Plan

   a) Provide your Experience Modification Rating (EMR) and annual construction man-hours.
b) Specify the project portion that your firm will self-perform.

c) Provide a synopsis & table of contents of your company’s Safety Plan.

3. Proposed Lead Personnel

   A. Provide a list of all your proposed personnel indicating the position they will hold within the project and their years of experience as it relates to this project.

   B. Provide an organization chart that depicts all of your lead personnel. Include current domicile location for each person and employment duration with the firm.

   C. Provide resumes for all your lead personnel.

   D. Indicate where the office providing the services under this RFP is located.

   E. Indicate if any of the lead personnel are located in a different office and the location of that office.

4. Ability to meet Project Completion Timeline

   A. Indicate in a brief paragraph your firm’s understanding of the owner’s desired timeline, and your firm’s proposed dates for guaranteed maximum price approval, commencement of construction, partial substantial completions, and owner occupancies.

   B. Provide an overview of the approach and methodology that will be followed to accomplish the project’s timeline.

   C. Provide a detail schedule of how the project will be accomplished.

5. Proposal Cost – see attached Exhibit A – Fee Proposal Form

   a. Pre-Construction Fee
   b. Overhead and Profit Fee, i.e. CM Fee
   c. General Conditions Fee
   d. Other Cost
   
e. In addition to fully completing Exhibit A – Fee Proposal form, please provide the following:
      i. Savings: Describe your firm’s concept for the disposition of savings realized during construction. Is the full amount returned to the owner?
      ii. Contingencies: Describe your firm’s concept for cost contingencies during the project. What is your firm’s concept for the disposition of contingency funds after the completion of the project?

6. Completeness and Thoroughness of Proposal Package:

   A. RFP submittal packet must be clear, concise and easy to follow. Provide materials in tabs that correspond with all requested information on the criteria factors.
4. TERMS, CONDITIONS AND AGREEMENTS

1.000 ANNULMENTS AND RESERVATIONS:

1.001 Blinn College reserves the right to reject any and all bids and waive any and all formalities and conditions. The College reserves the right to retain all bids received for 30 days prior to taking any action and vendors shall not withdraw their bid at any time thereafter. Blinn College shall accept the bid determined by the College to be in its best interest. It is not the intent of any condition or specification in the RFB to prohibit any responsible vendor from submitting a bid.

1.002 This Request for Bid is not construed as a CONTRACT or a COMMITMENT of any kind. The request for bid does not commit Blinn College to pay for any costs incurred in the preparation and submission of specifications or for any costs incurred prior to the execution of a final offer.

1.003 Blinn is not obligated to purchase any item or service, if funds are not allocated by the Grant, legislative session or the Board of Trustees.

2.000 VENDOR’S OBLIGATIONS:

2.001 Substitutions will not be allowed after a bid has been submitted for review and will not be delivered instead of the item bid, unless the item is of a higher quality than the item specified and approved by the Director of Purchasing.

2.002 Any item that does not perform or meet the specifications or warranty, or as claimed by the vendor, will be replaced at no cost to the College.

2.003 Any specification a vendor may not agree with must be submitted in writing to the Purchasing Office four (4) days in advance of the bid closing date.

2.004 Prompt payment discounts shall be listed on the bid form.

2.005 In bidding, give complete information in spaces provided; otherwise your bid offer may not be given consideration. All bid offers must be signed to be considered.

3.000 AWARD DETERMINATION / OBLIGATIONS BY THE COLLEGE:

3.001 Blinn College will award this service to the vendor providing the best value as it deems to be in the best interest of the college.

3.002 In determining to whom to award a contract, the district shall consider the cumulative score as outlined in the evaluation criteria and selection process.

3.003 The College may make such investigations, as it deems necessary, to determine the ability of the vendor to provide satisfactory performance in accordance with the specifications. The vendor shall furnish to the College all such information and data for this purpose as the College may request.
4.000 **INTERPRETATIONS OF THE SPECIFICATIONS:**

4.001 Only the interpretation or correction so given by the College, in writing, shall be binding and prospective vendors are advised that no other source, outside of the college, is authorized to give information concerning, explain or interpret, the bid document.

4.002 Every request for such interpretation or correction must be in writing to the Director of Purchasing. All such interpretation and supplemental instructions will be in the form of written addenda to the bidding documents prior to the bid opening. Your questions concerning the bid specifications must be submitted in writing. We will return a written answer to your company.

5.000 **DELIVERY:**

5.001 Delivery of equipment and services must be made by the successful vendor to:

Blinn College  
902 College Avenue  
Brenham, Texas 77833

5.002 No allowance for loss, breakage, damage or difficulties shall be made.

6.000 **BILLING AND PAYMENT/DISCOUNTING:**

6.001 All invoices are to be submitted and mailed or emailed to:

Blinn College  
Attn: Accounts Payable – accounts.payable@blinn.edu  
902 College Avenue  
Brenham, Texas 77833

6.002 Unless otherwise stated on the purchase order, payment will be net thirty (30) days after receipt of a correct invoice. If a cash discount is allowed for prompt payment, please indicate on the invoice. Partial payments may be paid if partial shipments have been made. Any penalty for delayed payment must be stated on the invoice.

7.000 **TAX EXEMPTIONS:**

7.001 Prices Bid SHALL NOT INCLUDE FEDERAL EXCISE OR STATE SALES AND USE TAXES as the COLLEGE is exempt from the payment of these taxes. Exemption Certificates for the Federal Excise Tax and State of Texas Sales Tax will be furnished upon request.

8.000 **PRICE QUOTATIONS:**

8.001 Lump sum price. The unit price shall include all costs of labor, profit, insurance, FOB freight, etc. to make operational and cover all work outlined in the specifications of this project.

8.002 Bids must be submitted on the forms provided to insure complete uniformity of wording of all bids. Bids may be rejected if they show any omissions, alterations in wording, conditional clauses, or irregularities of any kind.
RIGHT OF VENDOR SELECTION:

9.001 You are notified that although the College is required to submit purchases of all contracts of $50,000 to competitive bidding, it is not required to accept the lowest bid. In such purchasing the lowest bid may be rejected if the College, in the exercise of its best judgment, feels that the bid of one other than the low bidder will best serve the interest of the College.

9.002 Blinn College reserves the right to accept or reject any or all bids in its entirety and/or waive all formalities. This inquiry implies no obligation on the part of the buyer, nor does the buyer’ silence imply any acceptance or rejection of any quotation offer.

REFERENCES:

10.001 Please provide educational references in addition to non-educational references.

CONFLICT OF INTEREST:

11.001 No public official shall have interest in this contract, in accordance with Vernon’s Texas Codes Annotated, Local Government Code Title 5, Subtitled C, Chapter 171 and Chapter 176.

ETHICS:

12.001 The vendor shall not accept or propose gifts or anything of value nor enter into any business arrangement with any employee, official or agent of Blinn.

12.002 House Bill 1295

Effective January 1, 2016, Blinn College shall comply with the “Disclosure of Interested Parties” requirements mandated by HB 1295, as implemented by the Texas Ethics Commission. Briefly stated, contracts for goods or services which require an action vote by Blinn’s governing body may not be executed by the college until the awarded vendor presents a signed and notarized form disclosing the interested parties to the contract. The awarded vendor will be required to complete the form prior to execution of the contract. If the awarded vendor does not comply, the award may be revoked. The filing application and information can be accessed at:

https://www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm

STATE LAW REQUIREMENTS:

13.001 This agreement will be governed and construed according to the laws of the State of Texas.

VENUE The parties agree that regarding any dispute or litigation that may arise in the execution and performance of this contract, that venue for all proceedings, judicial or otherwise shall be in “Washington County”, Texas

13.002 All equipment and services furnished under this contract shall comply with applicable laws, ordinances and regulations. The bidder shall give all notices and comply with all laws, ordinances, rules and regulations, and without such notice to the authorized Owner’s representative, the bidder shall bear all costs arising there from.

13.003 On May 30, 1995, Governor, George Bush, signed Senate Bill 1. It became effective on the day he signed it. The following is a requirement included in this law. It is mandatory that the College must include this in all Bids. Each vendor must respond to this section of the law.
Section 44.034 TEC. Notification of Criminal History of Contractor. (This section does not apply to a publicly held corporation).

(a) A person or business entity that enters into a contract with a school district must give advance notice to the district if the person or an owner or operator of the business entity has been convicted of a felony. The school district must have advance notice that a person, owner, or operator of the business entity has been convicted of a felony. The notice must include a general description of the conduct resulting in the conviction of a felony.

(b) A school district may terminate a contract with a person or business entity if the district determines that the person or business entity failed to give notice as required by Subsection (a) or misrepresented the conduct resulting in the conviction. The district must compensate the person or business entity for services performed before the termination of the contract.

13.004 State of Texas Government Code Chapter 176 –
Vendors submitting a response to a Blinn College RFB/RFP are responsible for complying with all applicable laws, ordinances and regulations including the provisions of the State of Texas Government Code Chapter 176. As applicable, the person submitting a response to a RFB/RFP must complete and submit a Conflict of Interest Questionnaire form CIQ, in a format approved by the Texas Ethics Commission. This form is to be included with your bid. A copy of the CIQ form can be found at the Texas Ethics Commission Web site.

14.000 UNIFORM & COMMERCIAL CODE:
14.001 This writing and subsequent interview information given and forward to the College shall be a sole and final expression of the agreement between the College and the vendor and is intended also as a complete an exclusive statement of the terms of their agreement. Whenever a term defined by the Uniform Commercial Code is used in this agreement, the definition contained in the Code is controlling.

14.002 This agreement shall be governed by the laws of the State of Texas. By submitting a signed bid, the vendor certifies that the company does not discriminate against any employee or applicant for employment because of race, religion, color, sex or national origin, and certifies that the company complies with equal employment opportunity regulations.

15.000 ENTIRE AGREEMENT
15.001 This bid document, the authorized purchase order, and/or a signed contract constitute the entire agreement. No other document will prevail.

16.000 CANCELLATION
16.001 Blinn College shall have the right to cancel for default all or any part of the undelivered portion of this contract if the Awarded Vendor breaches any of the terms hereof including warranties as bid or if the Awarded Vendor becomes insolvent or commits acts of bankruptcy. Such right of cancellation is in addition to and not in lieu of any remedies which Blinn College may have in law or equity.

Questions should be referred to:

Ross Schroeder, Director of Purchasing
Blinn College
902 College Ave
Brenham, TX 77833
(979) 830 4118
e-mail: ross.schroeder@blinn.edu
Felony Conviction Notification

State of Texas Legislative Senate Bill No. 1, Section 44,034, Notification of Criminal History, Subsection (a), states a person or business entity that enters into a contract with a College must give advance notice to the College if the person or an owner or operator of the business entity has been convicted of a felony. The notice must include a general description of the conduct resulting in the conviction of a felony.

(I) (We), the undersigned agent for the firm named below, certify that the information concerning notification of felony convictions has been reviewed by me and the following information furnished is true to the best of my knowledge.

COMPANY NAME: ______________________________________________________

AUTHORIZED PRINTED NAME: _________________________________________

Title: ______________________________________________________________

Check the appropriate box and sign the form.

☐ My firm is a publicly-held corporation, therefore, this reporting requirement is not applicable.

AUTHORIZED SIGNATURE:

☐ My firm is not owned nor operated by anyone who has been convicted of a felony.

AUTHORIZED SIGNATURE:

☐ My firm is owned or operated by the following individual(s) who has/have been convicted of a felony.

Name of Felony: ______________________________________________________

Details of Conviction(s) ________________________________________________

____________________________________________________________________

____________________________________________________________________

____________________________________________________________________

____________________________________________________________________

AUTHORIZED SIGNATURE: _____________________________________________
CONFLICT OF INTEREST QUESTIONNAIRE
For vendor doing business with local governmental entity

This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session. This questionnaire is being filed in accordance with Chapter 176, Local Government Code, by a vendor who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the vendor meets requirements under Section 176.006(a).

By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the vendor becomes aware of facts that require the statement to be filed. See Section 176.006(a-1), Local Government Code.

A vendor commits an offense if the vendor knowingly violates Section 176.008, Local Government Code. An offense under this section is a misdemeanor.

1 Name of vendor who has a business relationship with local governmental entity.

☐ Check this box if you are filing an update to a previously filed questionnaire. (The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date on which you became aware that the originally filed questionnaire was incomplete or inaccurate.)

3 Name of local government officer about whom the information is being disclosed.

________________________
Name of Officer

4 Describe each employment or other business relationship with the local government officer, or a family member of the officer, as described by Section 176.003(a)(2)(A). Also describe any family relationship with the local government officer. Complete subparts A and B for each employment or business relationship described. Attach additional pages to this Form CIQ as necessary.

A. Is the local government officer or a family member of the officer receiving or likely to receive taxable income, other than investment income, from the vendor?

☐ Yes ☐ No

B. Is the vendor receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer or a family member of the officer AND the taxable income is not received from the local governmental entity?

☐ Yes ☐ No

5 Describe each employment or business relationship that the vendor named in Section 1 describes with a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership interest of one percent or more.

6 ☐ Check this box if the vendor has given the local government officer or a family member of the officer one or more gifts as described in Section 176.003(a)(2)(B), excluding gifts described in Section 176.003(a-1).

7 ____________________________
Signature of vendor doing business with the governmental entity

________________________
Date

Form provided by Texas Ethics Commission www.ethics.state.tx.us Revised 11/30/2015
VENDOR CERTIFICATION FORM

1. Vendor hereby acknowledges that it is unlawful to offer, give, agree to give to any person, or solicit, demand, accept, or agree to accept from another person, a bribe, or unlawful gift, benefit, advantage, gratuity, payment or an offer of employment in connection with or arising from this RFP or subsequent contract.

2. Persons submitting a response to this RFP must comply with all applicable laws, ordinances and regulations including the provisions of the State of Texas “Local Government Code Chapter 176. As applicable, the person submitting a response to this RFP must complete and submit a Conflict of Interest Questionnaire form CIQ, in a format approved by the Texas Ethics Commission. A copy of the form can be found below or at the Texas Ethics Commission web site http://www.ethics.state.tx.us/forms/CIQ.pdf

3. Texas Resident Information: Chapter 2252, Subchapter A, of the Texas Government Code, establishes certain requirement applicable to proposers who are not Texas Residents. Under the Statute, a “Resident” vendor is one whose principal place of business is in Texas, including one whose ultimate parent company or majority owner has its principal place of business in Texas or employs at least 500 persons in the State of Texas:

Location of Principal Place of Business (City / State) and or Number of employees based in Texas:
Address___________________________________________

Or, Number of Employees that reside in Texas: ____________

4. Debarment Certification: Vendor certifies neither the owner or principal owner has been debarred, suspended or otherwise made ineligible for participation in Federal Assistance programs under Executive Order 12549 “Debarment and Suspension” as described in the Federal Register and Rules and Regulations:

___ No, Vendor is not currently debarred, suspended or otherwise ineligible.
___ Yes, Vendor is currently debarred, suspended or otherwise ineligible.

5. In accordance with Chapter 2270 of the Texas Government Code, by accepting this contract, you verify that your firm does not Boycott Israel, and agree that during the term of this agreement will not Boycott Israel as that term is defined in the Texas Government Code, Section 808.001 as amended.

6. Texas Government Code, Subchapter F, Prohibition on Contracts with Certain Companies, Section 2252.152, Vendor certifies they do not do business with companies engaged in business with Iran, Sudan, or Foreign Terrorist Organization that is identified on a list prepared and maintained under Section 806.051, 807.051, or 2252.153.

VENDOR CERTIFICATION. The undersigned, on behalf of Vendor, certifies that this proposal is made without previous understanding, agreement or connection with any person, firm, or corporation submitting a proposal on the same project, and is in all respects fair and without collusion, fraud or unlawful acts.

It is further certified that the person whose signature appears below is legally empowered to bind the Company in whose name the proposal is entered.

Submitted this _____ day of ________________, 2017 by and for the Company identified as follows:

Signature: __________________________________________

Printed Name: ______________________________________
CERTIFICATE OF INTERESTED PARTIES

Complete Nos. 1 - 4 and 6 if there are interested parties. Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

1 Name of business entity filing form, and the city, state and country of the business entity’s place of business.

2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.

3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.

<table>
<thead>
<tr>
<th>Name of Interested Party</th>
<th>City, State, Country (place of business)</th>
<th>Nature of Interest (check applicable)</th>
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5 Check only if there is NO Interested Party.

6 UNSWORN DECLARATION

My name is ________________________________, and my date of birth is ________________________________.

My address is ________________________________, ________________________________, ________________.

I declare under penalty of perjury that the foregoing is true and correct.

Executed in ____________ County, State of ____________, on the ______ day of ____________, 20____.

__________________________
Signature of authorized agent of contracting business entity (Declarat)
Exhibit A

OLD MAIN RENOVATIONS
BRENHAM CAMPUS
FEE PROPOSAL FORM
FOR CONSTRUCTION MANAGER at RISK

FEE PROPOSAL

1. **PRECONSTRUCTION FEE**: For all preconstruction services outlined, the lump sum amount of ___________________ Dollars ($__________________). Said fee shall include personnel expenses, project estimates, preliminary project schedule, phasing plans, value analysis and constructability reviews of plans and specifications, overhead and profit.

2. **OVERHEAD AND PROFIT FEE, i.e. CM FEE**: For overhead and profit, a sum equal to _________ percent (_________ %) of the cost of the work. Said percentage will be converted to a fixed fee at the time of the established of the GMP. Expenses related to the Office Project Manager, Home Office Personal Assigned to the Project, and Secretarial Support should be included as part of the Overhead and Profit Fee.

3. **GENERAL CONDITIONS FEE**: For construction phase services, the lump sum amount of ___________________ Dollars ($_________________), itemized as follows:
   
   a) On-site Personnel, including Employee Benefits and costs associated as labor burden components not specifically itemized hereafter, refer to articles 6.2.2 and 6.8.1 of AIA Documents A133-2009 $ ____________________

      CMaR shall provide an itemized list of on-site personnel by job title, including the number of personnel, monthly rate, and estimated months on site.

   b) Mobilization Costs including Job Office Rental, Storage Trailer Rental, Haul and Set-up Trailers $ ____________________

   c) Costs Incidental to Operation & Maintenance of Jobsite Office including Supplies, Postage & Shipping costs, Utilities, Machines & Equipment, Telephones, Two-way Radios, First Aid Supplies $ ____________________

   d) Other Incidental Project Cost not included as a part of contractor’s overhead & profit, including drug screens, fuel and maintenance for vehicles, progress schedules, data processing/accounting/audit fees, printing shop and record drawings, construction layout and associated survey fees, project sign, design fee for SWPP and NOI, dumpsters, portable toilets, final construction cleaning, temporary controls for construction security such as barricades and fencing, OSHA requirements, temporary utilities, building permits & inspection cost, and O&M manuals, warranties, and other project closeout requirements. $ ____________________
e) Insurance Requirements $____________________
   - Including Builders Risk/All Risk Insurance

d) Performance and Payment Bond $____________________

4. **OTHER COST NOT ENUMERATED ABOVE**: Please provide a listing of known cost, if any, not addressed above but of which the Owner should be made aware. (The purpose of this item is to account for all job specific requirements and general conditions)

   _____________________________________________ $____________________
   _____________________________________________ $____________________
   _____________________________________________ $____________________

Name of Proposer:
_____________________________________________________________________
Address:
________________________________________________________________________
Telephone: ________________________________
Email:____________________________________
Title:_____________________________________

*Authorized Signature*:___________________________________

Date:__________________________________