Request for Competitive Sealed Proposal

RFCSP 752-20-236112DH
Solar Walkway Lighting Installed at Rafes Urban Astronomy Center
UNT SYSTEM FACILITIES

• Pre-Proposal Meeting
• Thursday October 10, 2019
• 10:00 a.m.
AGENDA

• INTRODUCTIONS
• PROJECT DESCRIPTION
• SUBMISSION REQUIREMENTS/CRITERION
• SELECTION PROCESS/SCHEDULE
• REQUIREMENTS
• QUESTIONS
• TOUR PROJECT SITE
PROJECT DESCRIPTION

• The University of North Texas is accepting proposals for a certified installer of Solar Walkway Lighting located at the Rafes Urban Astronomy Center, listed in the attached specifications. Rafes Astronomy Center home to four telescope huts and two classrooms, and also the Hudson Amphitheater. The site is used for astronomy students and public outreach. This solar walkway lighting will enable the pathways to be lit at night. Not only utilizing solar power but to assure safety of all who visit. The Rafes Urban Astronomy Center has roughly 3000 astronomy students and 1000 visitors using the facility annually.
A. Proposed agreement amount listed on Proposal form.
B. Proposed number of calendar days indicated on Proposal form.
C. The qualifications and experience of the proposer’s key personnel and subcontractors committed to the project.
D. Proposer’s current workload and availability of personnel and equipment
E. The quality of references from owners and architects for similar projects completed by the proposer within the last five (5) years.
F. The proposer’s proposed project schedule and the demonstrated ability to have met expedited schedules on similar projects.
G. The responsibility and reputation of the proposer, including claims and litigation experiences.
H. The proposer’s safety record.
I. The sufficiency of the proposer’s financial resources.
J. Quality and completeness of RFCSP submittal
CONTRACT

- The contract is included in the RFCSP package.
- Note that UNT System is not expecting any modifications to the contract and any changes or modifications will not be accepted by UNTS (owner).
SELECTION PROCESS

- Proposals will be due on October 31, 2019 @ 2:00p.m.
- Public opening will be October 31, 2019 @ 3:30 p.m.
- Pages should be printed one-sided on 8 ½” x 11” paper.
- Submit one (1) paper loose unbound original and one (1) virus free CD ROM or flash drive, Note that information on the paper copy must match the electronic copy. Paper copy must have original signature. QR codes will not be accepted as part of your response.
- Responses are submitted to Business Service Center, Woodhill Square, 1112 Dallas Drive, Suite 4000, Denton, Texas 76205
- Anticipate contract complete December 2019 with Notice to Proceed in December.
REQUIREMENTS

• Provide a single point of contact with phone number and email.

• Make sure you address each criteria listed under the “Evaluation Criteria” that starts on page 002100-7. Section 5.2 Evaluation Criteria.

• Complete Document 004100, Proposal Form and sign. There is a Questionnaire included directly behind the Proposal form – be sure to provide the information.

• There is a Proposal Form 004100 enclosed, please provide the total amount of your proposal, and total amounts for Alternates listed (If applicable) for each package.
QUESTIONS

- Questions should be directed to Denise Harpool, Senior Buyer - Procurement – please email questions to: denise.harpool@untsystem.edu
- Questions must be received by October 17, 2019 by 2:00 p.m. – questions & answers will be posted to UNT System & State ESBD website by October 24, 2019 by 5:00 p.m.
- Questions & Answers and any addendums will be posted to http://www.untsystem.edu/hr-it-business-services/procurement/purchasing/bid-opportunities and http://www.txsmartbuy.com/sp
Final Thoughts Reminders: RFCSP752-20-236112DH

October 10, 2019 10:00 a.m. Pre-Proposal Conference
October 17, 2019 2:00 p.m. Deadline for Submission of Questions
October 24, 2019 5:00 p.m. Responses to Questions Post on Website
October 31, 2019 2:00 p.m. Deadline for Submission of Proposal
October 31, 2019 3:30 p.m. Public Opening
December 2019 Award Contract
February 2020 Substantial Completion

Review submission documents for completeness, review proposal to be sure that you have submitted all requested criteria as they were listed in order. Review for all required signatures.