

Request for Proposal

Clear, Grade, and Base 6-acre laydown area

LUBBOCK REESE REDEVELOPMENT AUTHORITY (LRRRA)

d/b/a/ Reese Technology Center (RTC)

The LRRRA will receive written and sealed Proposals for a Clearing, Grading and 8" of base material over 6 acres of the former Recreation Center Fields located to the northeast of Reese Blvd. per the following agreement. There will be a ***MANDATORY PRE-BID CONFERENCE*** at **10:00AM CST on Wednesday, September 9, 2020** at the former recreation center fields. Sealed Proposals will be received until **10:00AM CST, Tuesday, September 22, 2020**, at LRRRA. Proposals received after that date and time will not be opened. Each proposal and supporting documentation must be in a sealed envelope or container plainly labeled: "*RFP for 6-Acre Laydown Area*". Bid proposals are to include the Contractor's company name and address on the front of the envelope or container. Questions regarding the bid proposals and all bid submissions are to be addressed to:

Chris Evans, Manager of Operations
9801 Reese Blvd., Suite 200
Lubbock, Texas 79416
(806) 885-6592
Email: cevans@reesecenter.com

Bids will be opened and evaluated on **Tuesday, September 22, 2020 at 10:00AM CST**. However, bids must be firm for a 30-day period from bid opening date in case the Board of Directors desires additional evaluation time. Bid will be awarded on **Wednesday, September 23, 2020 at 7:30AM CST**.

With uncertainty of mail delivery, the RTC cannot be responsible for bids which are not received before bid opening hour.

In as much as comparison sheets are sent to all bidders and posted to the RTC website, bid quotations will not be communicated by telephone. Interested bidders are encouraged to attend the bid opening should they desire quotations.

RTC reserves the right to accept or reject any or all bids submitted and shall be the sole judge in this matter.

RTC is exempt from all city, state, and federal sales tax. Your signed and otherwise correctly completed sealed bid (one copy only) should meet the following specifications or RTC may, at its option, refuse to consider the bid.

It is to be understood that upon the award of this bid the successful bidder(s) is/are responsible for complying with the Prompt Payment Act, effective July 1, 1986 (Government Code CHS. 2251.001-2251.043)

Vendors are required to have and maintain, at no cost to RTC, insurance of the types and amounts as required by law and/or the bid specification.

In those instances where manufacturer and/or model numbers of equipment/materials are referenced as "equal in quality", it is not RTC's intent to rule out other manufacturers, nor will the named manufacturer receive preferential treatment. RTC is the sole judge in determining the suitability of items bid.

Should vendors have deviations from bid specifications, all deviations must be listed on a self-scribed attachment. This attachment must also be signed by an authorized company representative and be attached to the vendors original bid.

RTC is subject to the Texas Public Information Act, Chapter 552, Texas Government Code. Proposals submitted to RTC in response to this RFP are subject to release by RTC as public information. If the Proposer believes that the proposal, or parts of it, are confidential, as proprietary information, (s)he must specify that either all or part is excepted and provide specific and detailed justification for its claim of confidentiality. Vague and general claims to confidentiality are not acceptable. All proposals or parts of the proposals which are not marked as confidential will be considered public information after contract has been awarded. The successful proposal may be considered public information even though parts are marked confidential.

RTC assumes no responsibility for asserting legal arguments on behalf of Proposers. Proposers are advised to consult with their legal counsel concerning disclosure issues resulting from this proposal process and to take precautions to safeguard trade secrets and other proprietary information.

REQUIREMENTS

- Company to be established in business for a minimum of five years. Three business references are to be provided to LRRRA with the bid proposal (RFP).
- "Attachment A" Specifications and Scope of Work
- "Attachment B" BID FORM
- "Attachment C" Site Map
- "Attachment D" Photos of site
- Access to Website: www.ReeseCenter.com, where all applicable documents and drawings are located (www.ReeseCenter.com/rfp-docs)

- Contractor to provide Certificate of Insurance with the bid proposal to RTC. Contractor to carry Worker's Compensation Insurance and Contractor's Public Liability in the amount of one million (\$1,000,000) and Property Damage and Loss Insurance, if contractor has any employees working with him / her on the job, otherwise the Workers Compensation is not required. All employees of contractor working at the RTC under this contract must be covered by Contractor's Workers Compensation Insurance.

ATTACHMENT A
Specifications and Scope of Work
Clear, Grade, and Base 6 Acre Laydown area

PART 1 GENERAL

1.01 DESCRIPTION

- A. The area of work is located northeast of Reese Blvd. on the former Recreation Center Fields. Chris Evans, Manager of Operations (MOO), is the Owner's Representative and may be contacted regarding any questions or for a pre-bid job site inspection at (806) 549-9699.
- B. The project consists of clearing the existing site of all existing brush, trees, fencing, concrete, and debris followed by grading the site for positive drainage to the northeast section of the property, allowing for the install of 8" of base material and sub-base, compacted to 95% compaction. Install 8" of gravel base compacted to 95% compaction over the compacted sub-base.

1.02 EXTENT OF WORK

- A. Provide all labor, materials, tools, equipment, and supervision necessary to complete the grading and base installation as specified herein and as indicated on the drawings
- B. The earthwork contractor shall be fully knowledgeable of all requirements of the contract documents and shall make themselves aware of all job site conditions that will affect their work.
- C. The earthwork contractor shall confirm all given information and advise the MOO, prior to bid, of any conflicts that will affect their cost proposal.

1.03 SUBMITTALS

- A. Not required for this project

1.04 PRODUCT DELIVERY, STORAGE, AND HANDLING

- A. Deliver materials to the job site in the manufacturer's original, unopened containers or wrappings with the manufacturer's name, brand name and installation instructions intact and legible. Deliver in sufficient quantity to permit work to continue without interruption.

1.05 WORK SEQUENCE

- A. Schedule and execute work to prevent minimal disruption to work and traffic at this location

1.06 USE OF THE PREMISES

- A. Before beginning work, the earthwork contractor must secure approval from the property owner's representative for the following:
 - 1. Areas permitted for personnel parking.
 - 2. Access to the site.
 - 3. Areas permitted for storage of materials and debris.
 - 4. Areas permitted for the storage of equipment

1.07 EXISTING CONDITIONS

- A. The site is the former football and softball fields. This area includes concrete sidewalks, block dugouts, block snack bar and restroom facility, wooden gazebo, trees, and underground irrigation lines. All water and irrigation lines are shut off and abandoned.

If discrepancies are discovered between the existing conditions and those noted on the drawings, immediately notify the owner's representative by telephone and solicit the owner's approval prior to commencing with the work.

1.08 PRECONSTRUCTION CONFERENCE

- A. A pre-bid meeting will be held at the job site on Wednesday, September 9th at **10:00 AM**. Contact the owner's representative, Chris Evans, Manager of Operations (MOO), at (806) 549-9699 if there are any questions.
- B. Prior to bid submittal, the earthwork contractor should schedule a job site inspection to observe actual conditions. The job site inspection may occur on the day of the pre-bid meeting or prior to such a meeting. Should access to the site be necessary before or after the pre-bid meeting, the contractor must contact the owner's representative, to coordinate an appropriate time.
- C. Bids must be forwarded to the following address no later than **10:00 AM on Tuesday, September 22, 2020: Reese Technology Center, ATTN: Chris Evans, 9801 Reese Blvd, Ste. #200, Lubbock, TX 79416.**

- D. Any conditions which are not shown on the shop drawings should be indicated on a copy of the shop drawing and included with bid submittal if necessary, to clarify any conditions not shown.

1.09 TEMPORARY FACILITIES AND CONTROLS

- A. Temporary Utilities:

- 1. Water, power for construction purposes, and lighting are not available at the site and will not be made available to the earthwork contractor. Water is nearby and can be provided by the owner.

- Temporary Sanitary Facilities:

- 2. Sanitary facilities will not be available at the job site. The earthwork contractor shall be responsible for the provision and maintenance of portable toilets or their equal.

- B. Building Site:

- 1. The earthwork contractor shall use reasonable care and responsibility to protect the property and site against damages. The contractor shall be responsible for the correction of any damage incurred as a result of the performance of the contract.
 - 2. The earthwork contractor shall remove all debris from the job site in a timely and legally acceptable manner so as to not detract from the aesthetics or the functions of the property.

- C. Security:

- Obey the owner's requirements for personnel identification, inspection, and other security measures.

1.10 JOB SITE PROTECTION

- A. The earthwork contractor shall adequately protect building, paved areas, service drives, lawn, shrubs, trees, etc. from damage while performing the required work. Provide canvas, boards, and sheet metal (properly secured) as necessary for protection and remove protection material at completion. The contractor shall repair or be responsible for costs to repair all property damaged during the course of work
- B. Protect against fire and flame spread. Maintain proper and adequate fire extinguishers.
- C. Provide proper erosion control measures for the entire site area to include silt fence, drive off plates, and other measures

1.11 SAFETY

The earthwork contractor shall be responsible for all means and methods as they relate to safety and shall comply with all applicable local, state, and federal requirements that are safety related. **Safety shall be the responsibility of the earthwork contractor.** All related personnel shall be instructed daily to be mindful of the full-time requirement to maintain a safe environment for the facility's occupants including staff, visitors, customers and the occurrence of the general public on or near the site.

1.12 WORKMANSHIP

- A. All work shall be of highest quality and in strict accordance with industry standard specifications and to the building owner's satisfaction.
- B. There shall always be a supervisor on the job site while work is in progress.

1.13 QUALITY ASSURANCE

- A. Inclement Weather: When fill operations are interrupted due to weather (rain, snow, freezing, etc.), construction can not resume until the soil strength has been verified and if it has been adversely affected then the area will need to be re-scarified and dried as required.
- B. Inspection: The earthwork contractor shall conduct daily inspections and more often if necessary, to verify that the specifications are being met for the installation of materials.
- C. Coordination: The earthwork contractor shall coordinate with the owner's representative on the schedule of work in advance.
- D. Utilities: Prior to start of work the contractor shall verify the locations of all utilities which may be in the area.
- E. Drainage: The earthwork contractor shall be responsible for the proper drainage of the site during construction of the project. Water shall not be allowed to accumulate in any of the excavated areas. Storm or ground water collecting on the site during construction shall be removed by pumping, ditching, or other suitable means

PART 2 PRODUCTS

2.01 Materials

- A. All fill materials shall be free from mud, refuse, construction debris, organic material, rock, or gravel greater than 6 inches in any dimension.

2.02 Borrow

- A. Material for use in replacing undercut areas or in construction of embankments.

2.03 Rock

- A. Rock shall be removed to a minimum depth of 6 inches below sub grade elevation. The excavated areas shall be brought up to subgrade with approved material placed and compacted as described herein

2.04 Unsuitable Materials

- A. Areas that exhibit excessive pumping or that do not meet density requirements due to unsuitable materials shall be undercut and replaced with approved material.

PART 3 EXECUTION

3.01 Excavation

- A. Excavation shall be unclassified. After topsoil removal has been completed, excavation of every description, regardless of material encountered, within the grading limits of the project shall be performed to the lines and limits of the work. All unsuitable material including any soil that is disturbed during operations shall be disposed of at a location provided by the owner. Excavation and filling shall be performed in a manner and sequence that will always provide drainage

3.02 Fill

- A. Preparation of ground surface for fill shall be as follows. All vegetation such as roots, brush, heavy sods, heavy growth of grass, and all decayed vegetative matter, rubbish, and other unsatisfactory material within the area upon which fill is to be placed, will be stripped and otherwise removed before the fill is started. In no case will unsatisfactory material remain under the fill. The areas shall then be scarified to a depth of at least 6 inches, moistened, and compacted with vibratory rollers, pneumatic rollers, sheepfoot rollers or other mechanical means.
- B. Fills and embankments shall be constructed at the locations and to the lines and grades indicated. The completed fill shall conform to the plan indicated. Approved

material obtained during excavation may be used in forming required fill. Fill shall be satisfactory material and shall be free from roots, other organic material. The material shall be placed in successive layers not larger than 8 inches per layer loose depth for the full width of the cross section and compacted as specified.

3.03 Compaction

- A. Subgrade compaction shall be compacted to 95 percent of its maximum dry density as determined by ASTM D 698.
- B. Base material compaction shall be compacted to 95 percent of its maximum dry density as determined by ASTM D 698.

3.04 Finished Grades

A. General

All areas covered by the project including excavated and filled sections and adjacent transition areas, shall be uniformly smooth graded. The finished surface shall be reasonably smooth, compacted, and free from irregular surface changes. The degree of finish shall be that ordinarily obtainable from blade-grader operation.

3.05 Protection

- A. The contractor shall protect newly graded areas from traffic, erosion, settlement, or washout. Any of the above that may occur from any cause. prior to acceptance, shall be repaired and reestablished to the required gradients.

3.06 Clean Up

- A. Perform daily clean up to collect all wrappings, empty containers, paper, and other debris from the project site. Upon completion, all debris must be disposed of in a legally acceptable manner.

END OF SPECIFICATION

Attachment B

BID FORM

Clear, Grade and Base 6-acre laydown area

Date: _____ 2020

Reese Technology Center
9801 Reese Blvd., Suite 200
Lubbock, Texas 79416

Gentlemen:

The undersigned, having carefully examined the specifications, drawings, and related documents entitled:

Reese Technology Center
Clear, Grade and Base 6-acre Laydown area
9801 Reese Blvd, Ste. #200
Lubbock, Texas 79416

All as prepared by Reese Technology Center 9801 Reese Blvd. Suite 200, Lubbock, Texas, 79416 as well as made an on-site inspection of the premises and all other conditions affecting the cost and/or execution of the work, proposes to furnish all materials, labor, and equipment necessary to complete the work in accordance with said documents, of which this bid is a part, for the following sum:

Bid Schedule:

1:	Mobilization	\$ _____
2	Demolition and Removal	\$ _____
3:	Site Cleaning	\$ _____
4:	Earth Moving	\$ _____
5:	Base Material and Placement	\$ _____
6:	Erosion Controls	\$ _____

I. BASE BID: _____ Dollars (\$ _____)

We have included, in the Bid sum all contingency allowances.

(Note: All amounts shall be shown in both written and figure form. In case of discrepancy between the written amount and the figure, the written amount will govern.)

Please provide the following deductive cost you for your base bids. These items may be removed from the final contract cost and this work to be completed by the owner and then clean site delivered to the contractor.

1: Demolition and Removal \$ _____

2: Site Cleaning \$ _____

The undersigned acknowledges receipt of addenda to the Drawings and Scope of Work as follows:

No.	Date	No.	Date	No.	Date
_____	_____	_____	_____	_____	_____

(The Bidder is to fill in I.D. Number and date of each thereby acknowledging receipt of Addenda). If awarded the contract, the undersigned agrees to commence work under this contract on or before a date to be specified in Written Notice to Proceed, within _____ (Bidder to fill in days) calendar days from said commencement date, unless modified by change order.

If notified of the acceptance of this bid within thirty (30) days of the time set for the opening of bids, bidder agrees within ten (10) days of notification, to execute a Contract Agreement between Owner and Contractor Where the Basis of Payment Is a Stipulated Sum

It is understood that the Owner reserves the right to accept or reject any and all Bids and to waive all formalities in accordance with State law.

Reese Technology Center
Clear, Grade and Base 6-acre Laydown area

Respectfully Submitted,

By: _____

Title: _____

Business Address with Zip Code

(SEAL: If Bid is by Corporation)

Telephone Number with Area Code _____

FAX Number with Area Code _____

Fill in the applicable information:

A Corporation, chartered in the State of _____.

Authorized to do business in the State of Texas.

A Partnership, composed of _____, and

_____ and _____.

An individual operating under the name of _____.

Corporate Seal:


END BID FORM

BID FORM

Attachement C

Proposed area of work

Legend

 Lease Area

Google Earth

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300 ft

Attachment “D”



