



**COMPETITIVE SEALED PROPOSAL (CSP)
FOR
AEROMEDICAL DRIVE**

Vision Statement

A San Antonio Community attracting local, national and international investment to achieve world-class opportunities that transform the campus, surrounding neighborhoods and the region, while respecting our rich and vibrant history.

Mission Statement

Our mission is to promote and develop a vibrant, sustainable community that serves as a catalyst for progressive economic development and regional prosperity.

Brand Statement

Brooks is a dynamic San Antonio community, rich in history and strategically located where you can Live, Work, Learn & Play.

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I. GENERAL INFORMATION

Brooks Development Authority (Brooks) is a redevelopment authority and political subdivision of the state of Texas, formed under Chapter 379B of the Local Government Code of the state of Texas. Brooks oversees the redevelopment of approximately 1,300 acres of land located in Bexar County, Texas within the current boundaries of the City of San Antonio. Total property owned by Brooks includes approximately 1,300 acres. Brooks' mission is to promote and develop a vibrant, sustainable community that serves as a catalyst for progressive economic development and regional prosperity.

Brooks is releasing this Competitive Sealed Proposal (CSP) to solicit responses from a qualified contractor for the maintenance of Aeromedical Drive. This maintenance project for Aeromedical Drive between Sidney Brooks and Louis Bauer will consist of pavement widening, mill & overlay of existing asphalt pavement, curb replacement, sidewalk construction, recycle water main extension, telecom ductbank installation, UGE ductbank installation, and erosion controls for approximately 1,300 LF of existing street in accordance with the plans and specifications.

Plans and Specifications will be available at Thomas Reprographics (1223 Arion Parkway, San Antonio, TX 78216; 210-829-7000). The estimated project budget is \$1,425,000. It is understood that the project must be complete in full no later than six (6) months after commencement.

II. VENDOR CONTACT INFORMATION

VENDOR NAME:			
REMIT TO ADDRESS:		CITY:	STATE:
ZIP:	PHONE:	FAX:	CONTACT NAME:
FEDERAL ID NUMBER (PROVIDE COPY OF W9):			

III. SCOPE OF SERVICES

Criteria 1 – Background

(30 points)

Brooks will consider the Respondent's evidence of sufficient resources necessary to manage, staff, and successfully perform the work contemplated with the CSP.

Respondent shall include the following:

- a. A description of the firm's current business organization structure, stability of organization, organizational chart and number of years doing construction contracting work under current name and under previous business names;
- b. The availability of equipment, staff, facilities and current workload;
- c. A description of relevant similar experience, both as a firm and a team; including number/type of contract, number of change orders, original contract price versus the final contract price and similar types of projects;
- d. The qualifications of proposed Project Manager and/or Site Superintendent;
- e. A description of the Respondent's approach to value engineering;
- f. A detailed description of quality work completed and a demonstration of excellence in workmanship;
- g. Examples of cooperation with design team, owner and project management company; and
- h. A detailed list of your safety record demonstrated and lost time accidents.

Criteria 2 – Proposed Plan

(20 points)

- a. Construction management approach and ability to coordinate work with all sub-contractors and suppliers and utility companies;
- b. Proposed work plan and project understanding;
- c. Staffing plan including sub-contractors;
- d. Schedule response of bar chart summary for major work areas; and
- e. Recognition of Traffic Control Plan and any suggested revisions and/or alternates.

Criteria 3 – Price

(30 Points)

The proposal with the lowest price will receive the full points for this category. The other proposal will receive a percentage of the points based on a comparison with the lowest price proposal. While not included in scoring, the Respondent's proposal shall be found to be incomplete and rejected if no prices are submitted for alternates.

IV. CRITERIA

CRITERIA	WEIGHTS
Criteria 1 – Background	30 Points
Criteria 2 – Proposed Plan	20 Points
Criteria 3 – Price	30 Points
Small Business Economic Development Advocacy	20 Points

V. SMALL BUSINESS ECONOMIC DEVELOPMENT ADVOCACY (SBEDA)

1. *It is the policy of Brooks to encourage involvement of qualified Small, Woman, Minority-Owned Business Enterprises (SWMBE) and Local Business Enterprises in soliciting and awarding competitive contracts in accordance with the specific goals adopted by the Brooks Board of Directors.*

Brooks has established the following overall contracting goals:

- a. **SBE (Small Business Enterprise) 50%**
- b. **MBE (Minority Owned Business) 24%**
- c. **WBE (Women-Owned Business) 11%**
- d. **AABE (African-American Owned Business) 1.5%**

2. Identify all solicited contracting areas, actual or anticipated. (Use additional sheets as needed).

COMPANY NAME & TRADE AREA	EST. PERCENTAGE/DOLLAR AMOUNT	DBE (Y/N)	SCTRCA M/WBE CERTIFICATION NUMBER

Please note: Only companies certified by the South Central Texas Regional Certification Agency (SCTRCA) can be counted towards the contracting goals. If not certified, please call the SCTRCA at (210) 227-4722, or Lucynda Massey at 210-678-3322. Proof of certification must be submitted utilizing, in part or in whole, a SWMBE firm.

VI. SCHEDULE

The proposal phase schedule is as follows:

Task	Date and Time
Release RFP	April 27, 2017
*Mandatory Pre-Proposal Meeting	May 9, 2017 – 9:00 am
**All Questions	May 11, 2017 – 10:00 am
Post Questions	May 12, 2017 – 4:00 pm
Proposals Due	May 17, 2017 – 2:00 pm

*The Mandatory Pre-Proposal Meeting will be held at the Brooks Main Office (3201 Sidney Brooks, San Antonio, TX 78235).

**All inquiries shall be submitted in writing to Lucynda Massey at facsimile (210) 678-3338 or by email to lucynda.massey@brookscity-base.com.

VII. PROCEDURES FOR SUBMISSION

1. Respondent must submit one original hard copy of the proposal in a three ring binder and one copy on a CD-Rom or USB. The original set of documents must be signed by a person with the ability to bind the Respondent to a legal document. It is the responsibility of the bidder to ensure that all copies of the CD-ROMS or USB drives are readable and not corrupt. The proposal must be submitted in a sealed envelope prior to **2:00 pm, May 17, 2017, (SUBMISSIONS WILL NOT BE ACCEPTED AFTER THIS DEADLINE. SUBMISSIONS TRANSMITTED BY FAX OR EMAIL WILL NOT BE ACCEPTED)**, marked on the outside as follows:

Brooks Proposal #04272017-004
Attn: Procurement & SBEDA Manager
3201 Sidney Brooks
San Antonio, Texas 78235

2. Brooks reserves the right to reject any or all Proposals and reserves the right to issue a subsequent CSP or cancel the entire CSP process. Brooks reserves the right to contact any Respondent for clarification after responses are opened and/or to further negotiate with any Respondent if such clarification is deemed desirable by Brooks. Brooks reserves the right to evaluate the responses submitted, to waive any informalities and irregularities therein, to select candidates for interview, or to reject any or all submittals should it be deemed in Brooks' best interest. Brooks reserves the right to negotiate with any, all or none of the Respondents.
3. All Proposals and any related documents received in response to this Request for Proposal shall become the property of BDA without any restriction on usage and are non-returnable. Respondent may maintain a copy of any such material for their records. BDA shall own the entire copyright of whatever nature or extent and in all media whatsoever to any documents (records) produced through the expenditure of public funds as provided by Section 201.005, Texas Local Government Code.

VIII. ADDITIONAL INFORMATION (ATTACHMENTS)

In addition to responding to the criteria, the Respondent must include the following attachments with their bid:

1. Attachment I – Scope of Work
2. Attachment II - Bid Form

The Respondent must review and initial here _____ that their firm can agree to the following attachments:

1. Attachment III - Insurance and Bonding Requirements
2. Attachment IV - Indemnification Requirements
3. Attachment V - Certificate of Interested Parties

X. POST AWARD

Upon award of a contract, the awarded respondent must complete and agree to the terms of the following documents:

3. Contractor's Vendor Profile
4. Debarment and Suspension Certification
5. Confidentiality Statement
6. Good Faith Effort Plan
7. Ethics Ordinance Required Disclosure
8. Conflict of Interest