

01 April, 2025

Re: TTUHSC Preston Smith Library Renovation – Level 01 & 02  
TTUHSC Project No: 25-04  
Page Project No: 320026.05

Bidders,

See below clarifications provided at the pre-proposal meeting held on Monday, April 1, 2025.

1. Roll off dumpsters will be provided by the Owner.
2. The contractor can use the second floor as site office.
3. Subcontractor parking will be in F03 (the northwest corner of HSC parking lots).
4. The Owner will salvage owner items before the contractor starts demolition. This includes existing WAPS. ATT antenna devices will be secured above ceiling and reinstalled in new drop ceiling by contractor.
5. TTUHSC will be on-site when the ceilings are removed to make any above ceiling utility repairs. Contractor will coordinate and cooperate with Owner for access.
6. Perimeter gypsum will remain for new finishes.
7. Contractor will be allowed to use the bathrooms on the 2<sup>nd</sup> floor if the contractor maintains the space.
8. The sprinkler system will be isolated during construction by TTUHSC personnel and the contractor will be responsible for modifications to the system.

Sincerely,



**Lisa Kincaid, AIA**  
Associate Principal



TEXAS TECH UNIVERSITY SYSTEM  
Facilities Planning and Construction

SUBJECT: CSP Pre-Proposal Meeting

Project: 25-04 PSL 2<sup>nd</sup> Floor Renovation

LOCATION: System Bldg: BOR Conf Rm 104A

DATE: March 31, 2025 TIME: 1:00 PM

## MEETING SIGN-IN SHEET

NAME TITLE	ORGANIZATION & E-MAIL ADDRESS	PHONE FAX
JASON PHARR President	PHARR & CO JASON@PHARRCO.COM	806 763 5263
JOHN PHARR VP	BIDS@PHARRCO.COM	
Greg McGowan (BD)	OPREX Construction	(806) 787-7797 (806) 712-4000
Liz Wengren	Henthorn Construction bidding@henthorncommercial.com	806-773-0073
Abby Adams	aadamu@whamorrillo.com	806-673-1604
CARLOS LOPEZ SUPT.	VAUGHN CONSTRUCTION clopez@vaughnconstruction.com	469-416-7775
Todd Phillips PM	Vaughn Construction todd.phillips@vaughnconstruction.com	(214) 542-4396
Greg Waddell Supt	Westair Builders greg.waddell@whamorrillo.com	806 654-5893
Garrett Presnell - Director	garrett.presnell@LMC-Corporation.com	806-778-1141
Rick Richert	TTUS.FPIC	
Billy Brecklove	TTUS.FPIC	
Todd Hardin	TTUS.FPIC	



## Online Participants



Richeda, Rick  
You



Breedlove, Billy  
Vice Chancellor



LK Lisa Kincaid (External)



Hardin, Todd  
Associate Vice Chancellor



Henry, Alexis  
Senior Administrator



Felton, Christi  
Executive Associate



Fuchs, Tyrel  
IT Support Technician III



UU Unknown User



SF Scott Fanning (Guest)



UU Unknown User



DF Doyle Fanning (External)



AB Adam Barthold (External)



BR Brandon Robertson (External)



KD Kelly Dennard (External)



JK Jeremy Klein (External)





Stand by, the meeting will begin shortly.

Please provide your contact information to  
[rick.richeda@ttu.edu](mailto:rick.richeda@ttu.edu)

Remember to check the Electronic State Business Daily  
regularly for any addenda.

*Please remain muted throughout the presentation*



TEXAS TECH UNIVERSITY SYSTEM™

A group of six healthcare professionals, three women and three men, standing together against a dark background. They are wearing white lab coats or red scrubs. The text "THE FUTURE OF HEALTH BELONGS TO you" is overlaid on the image. "THE FUTURE OF HEALTH" is in white, "BELONGS TO" is in white, and "you" is in a large, red, cursive font.

THE FUTURE OF HEALTH  
BELONGS TO *you*

**Request for Proposals – #25-04 TTUHSC Preston Smith Library 2<sup>nd</sup> Floor  
Competitive Sealed Proposal (CSP) for Construction Services**  
Monday, March 31, 2025 • 1:00 p.m. CT

# Agenda

## ➤ Introductions

- TTUS and TTUHSC Values
- Project Information
- General Contractor Responsibilities
- Proposal Requirements
- Evaluation Criteria / Project Schedule
- Key Reminders and Questions



# Introductions

## **Texas Tech University Health Sciences Center**

- Harry Slife, PH.D., Vice President of Facilities and Safety Services
- Aaron Scherpereel, Associate Vice President of Facilities and Safety Services
- Lisa Burnam, HSC Operations Interiors

## **Texas Tech University System - Facilities Planning and Construction**

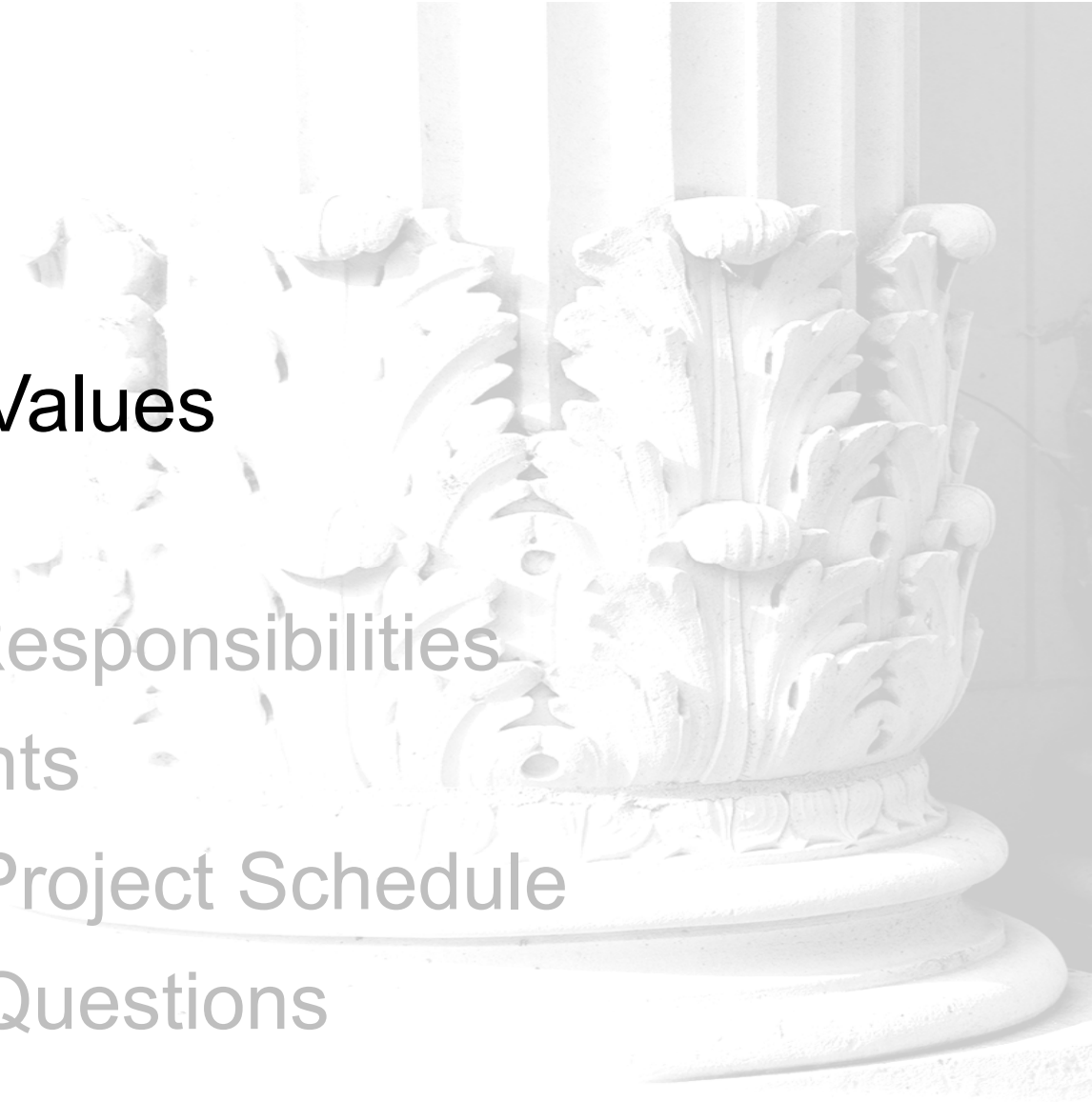
- Billy Breedlove, Vice Chancellor
- Todd Hardin, Associate Vice Chancellor
- Richard Richeda, Senior Program Director
- Alexis Henry, Contract Administrator

## **Design Professional's**

- PAGE (Architect): Lisa Kincaid, Charles Lowry, Kris Walsh
- Fanning, Fanning, and Associates (MEP): Scott Fanning, Doyle Fanning, Allen Ware, Tyler Fanning

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# Texas Tech University System

## SHARED VALUES

PEOPLE FIRST

INTEGRITY

COMMUNITY

RESPECT

EXEMPLARY SERVICE





# TEXAS TECH UNIVERSITY HEALTH SCIENCES CENTER

Office of People and Values

## ONE TEAM

### UNITE AND INCLUDE DIVERSE PERSPECTIVES TO ACHIEVE OUR MISSION

- Empower and energize one another to create positive growth
- Collaborate through open communication
- Hold ourselves and each other accountable by giving and accepting constructive feedback
- Foster a fun and healthy environment that encourages team spirit and belonging

## KIND HEARTED

### EXCEED EXPECTATIONS WITH A KIND HEART, HELPING HANDS AND A POSITIVE ATTITUDE

- Assume good intentions
- Listen first to understand
- Treat all consistently with compassion, respect and an open mind
- Acknowledge all with courtesy and appreciate different perspectives
- Respond rather than react

## INTEGRITY

### BE HONORABLE AND ACCOUNTABLE EVEN WHEN NO ONE IS LOOKING

- Be honest regardless of the outcome
- Make ethical choices in every situation
- Build trust by modeling respect and honoring commitments
- Be transparent in your purpose, expectations and actions
- Protect and conserve institutional resources

## VISIONARY

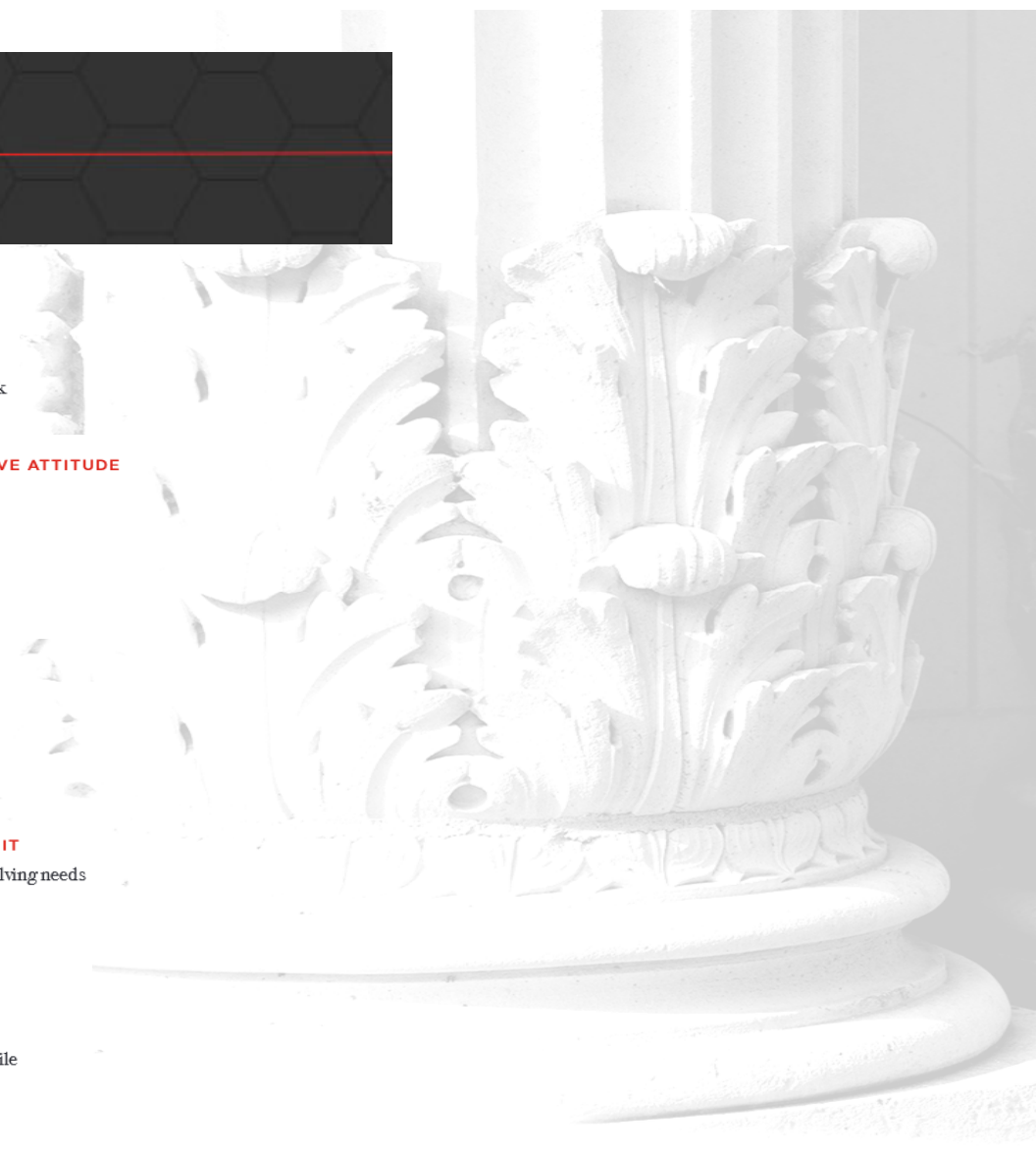
### NURTURE INNOVATIVE IDEAS, BOLD EXPLORATIONS AND A PIONEERING SPIRIT

- Promote an innovative environment that embraces appropriate risk, unique ideas and evolving needs
- Be resilient, confident and fair when faced with challenges
- Inspire continuous curiosity
- Demonstrate and inspire commitment to lifelong learning and personal development

## BEYOND SERVICE

### CREATE AND DELIVER POSITIVE DEFINING MOMENTS

- Anticipate the needs of each individual and respond with empathy and a generous heart
- Invest in the inclusion, well-being, empowerment and success of all by going the extra mile
- Collaborate to create pathways to equitable solutions
- Deliver excellence in everything we do



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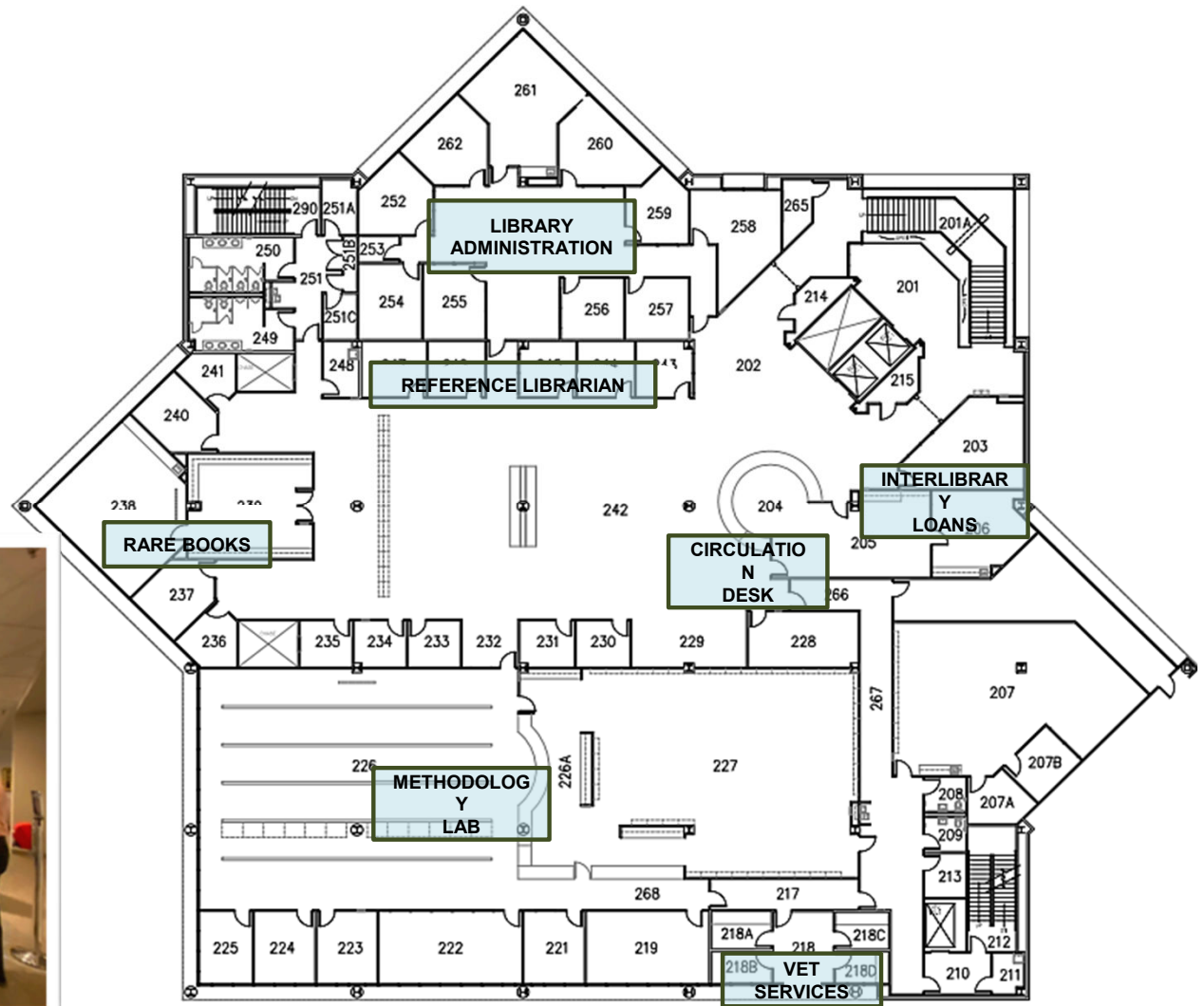


# TTUHSC PSL 2<sup>nd</sup> Floor Renovation














# TTUHSC PSL 2<sup>nd</sup> Floor Renovation



# TTUHSC PSL 2<sup>nd</sup> Floor Renovation

## LEGEND

-  OPEN STUDY / COLLABORATIVE AREA
-  MAKER SPACE / METHODOLOGY LAB
-  OFFICE SUITES & LOUNGE
-  LIBRARY ADMINISTRATION
-  REFERENCE LIBRARIAN OFFICES
-  RESTROOM
-  RARE BOOK ROOM
-  SERVICE DESK AREA
-  ACADEMY OF TEACHING, LEADERSHIP, AND LEARNING



# TTUHSC PSL 2<sup>nd</sup> Floor Renovation



**Open Study / Collaborative Area**

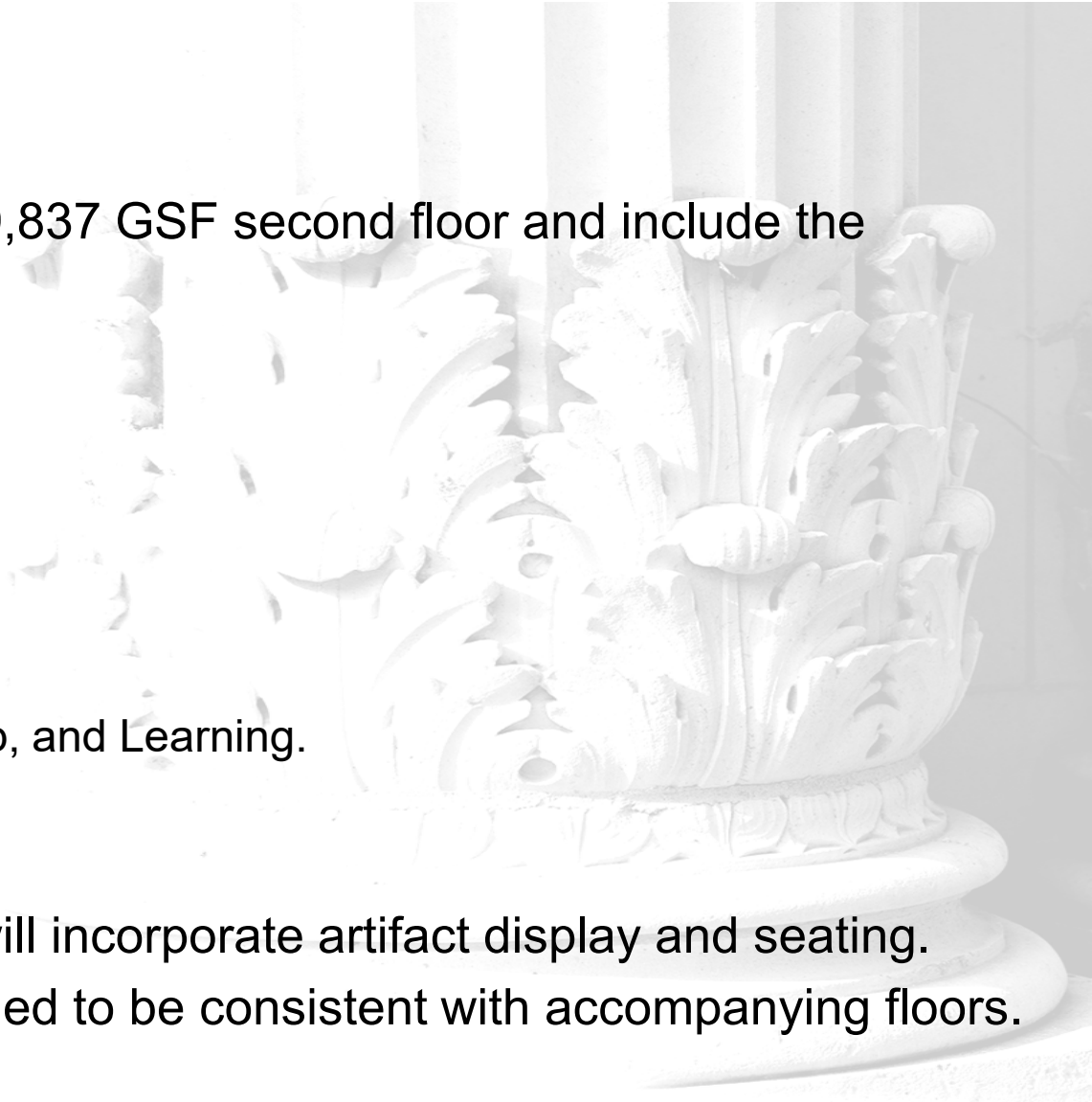


**Rare Books Room: Display Cases**



# Project Information

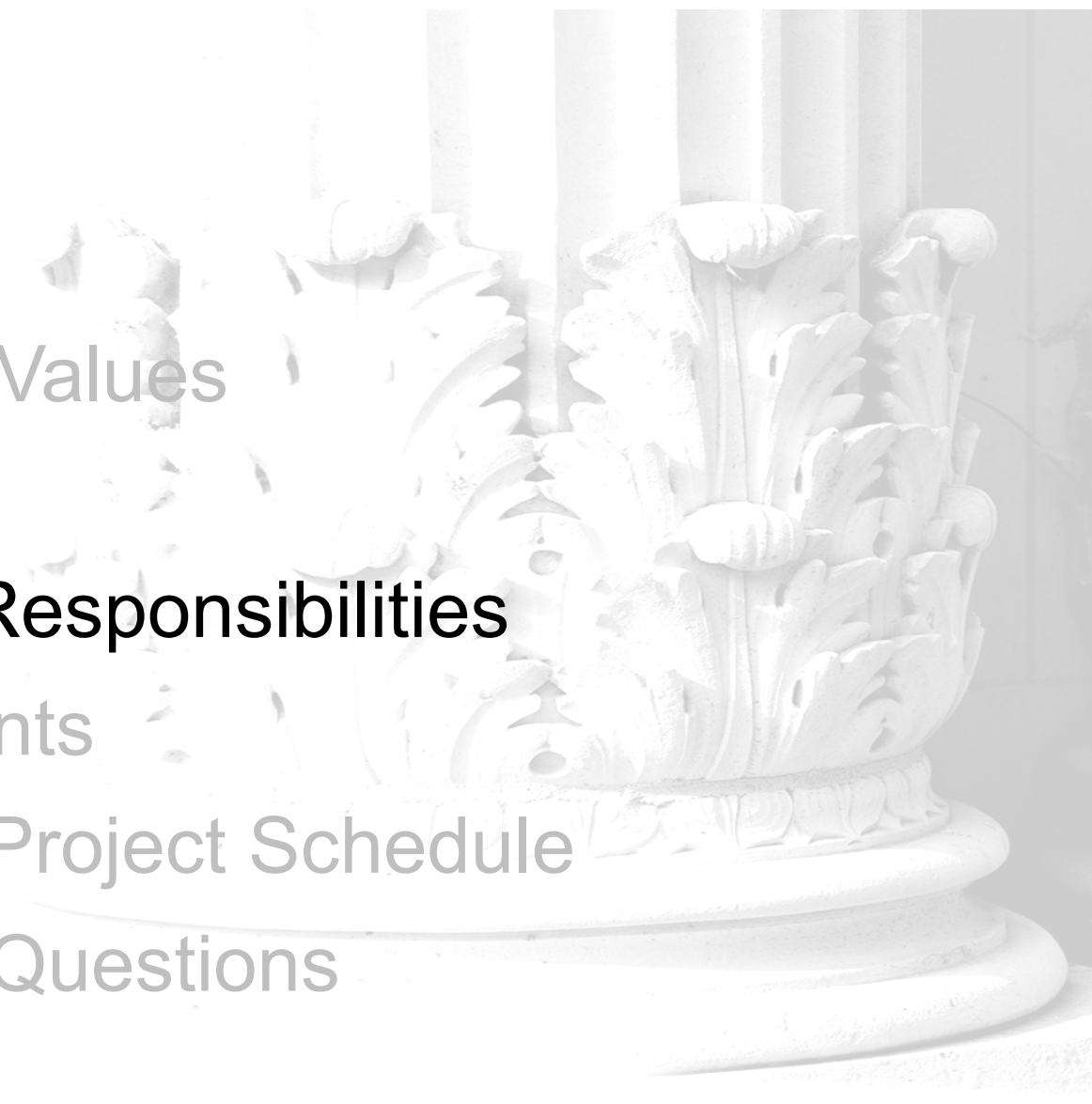
- The project will reconfigure the 29,837 GSF second floor and include the following functions:
  - Open Study / Collaboration area.
  - Maker Space / Design Studio.
  - Office Suites.
  - Library Administration.
  - Rare Book Room.
  - Service Desk / Interlibrary Loan.
  - Academy of Teaching, Leadership, and Learning.
  - Huddle Space.
  - Global Health.
- The second-floor elevator lobby will incorporate artifact display and seating.
- The first-floor lobby will be refreshed to be consistent with accompanying floors.





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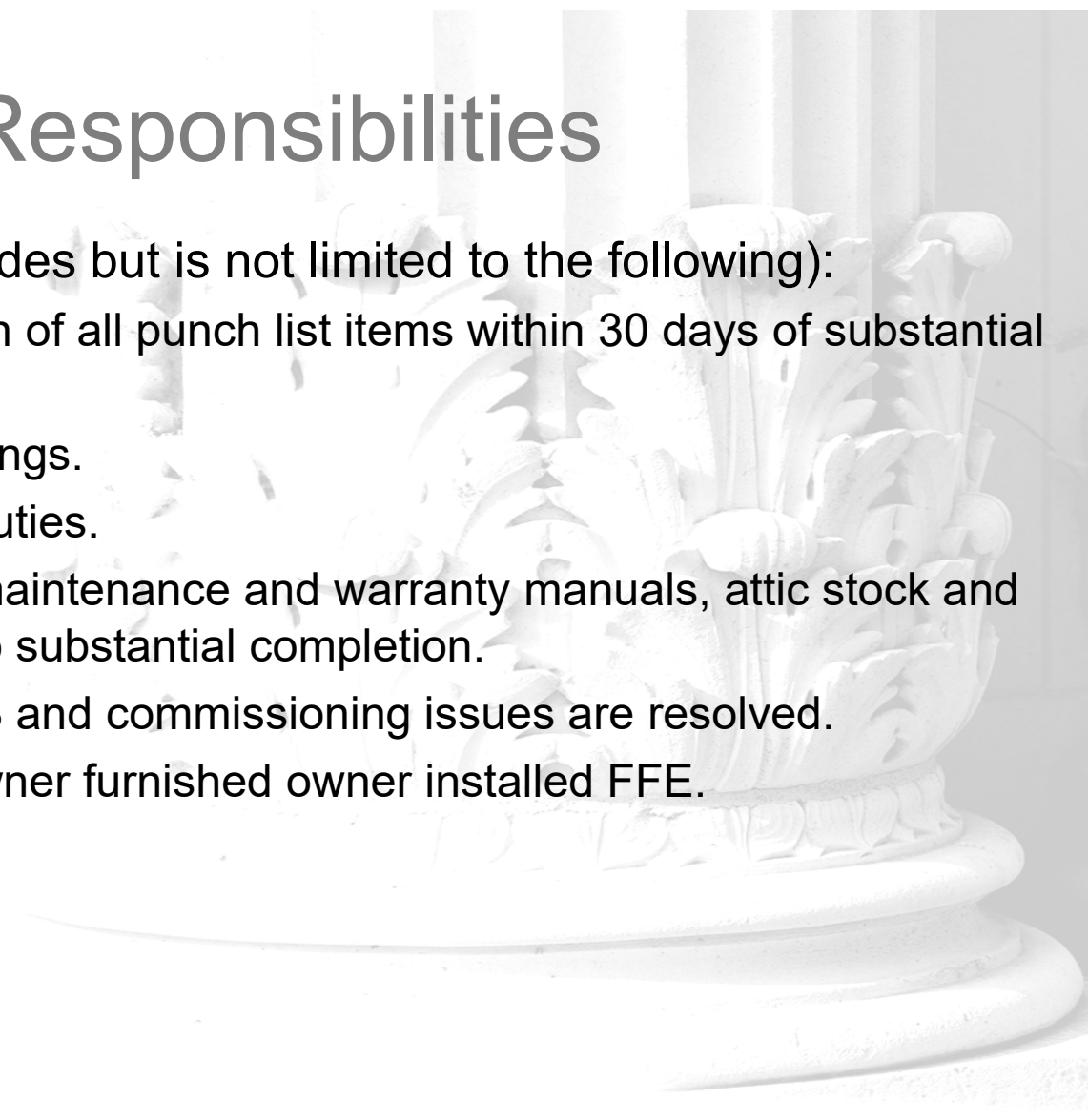


# General Contractor Responsibilities

## ➤ **Construction Services** (includes but is not limited to the following):

- Provide a high performing, expert project leadership team.
- Provide comprehensive construction services.
- Coordinate between TTUS, TTUHSC, design professionals and subcontractors.
- Provide qualified, full-time on-site staff to plan, coordinate, and execute the Work within the agreed Construction Schedule at the agreed Contract price.
- Prepare a Critical Path Method (CPM) baseline Construction Schedule for execution of the Work to the agreed upon Substantial Completion date. Provide monthly updates to the CPM Construction Schedule and submit with the monthly Construction Application for Payment.
- Conduct Project meetings, including written progress reports.
- Ensure Project quality assurance and quality control (QA/QC).
- Utilize the Owner's required electronic project record cloud-based software platforms while delivering Construction Services in execution of the Work.

# General Contractor Responsibilities

- 
- **Postconstruction Services** (includes but is not limited to the following):
    - Submit and confirm the completion of all punch list items within 30 days of substantial completion.
    - Prepare and submit As-Built drawings.
    - Deliver all warranty support and duties.
    - Prepare and deliver operating & maintenance and warranty manuals, attic stock and other close-out documents prior to substantial completion.
    - Ensure all external third-party TAB and commissioning issues are resolved.
    - Coordinate with Texas Tech for owner furnished owner installed FFE.

# General Contractor Responsibilities

- **Software Platform requirements (Trimble Unity Construct & Bluebeam Revu):**
  - The General Contractor must have daily access to both platforms.
- **Trimble Unity Construct Responsibilities:**
  - All project documentation will be uploaded, managed, and distributed through Trimble Unity Construct for the project record.
  - All documents, including As-Builts, must be uploaded to Trimble Unity Construct as TRUE PDFs (i.e., searchable).



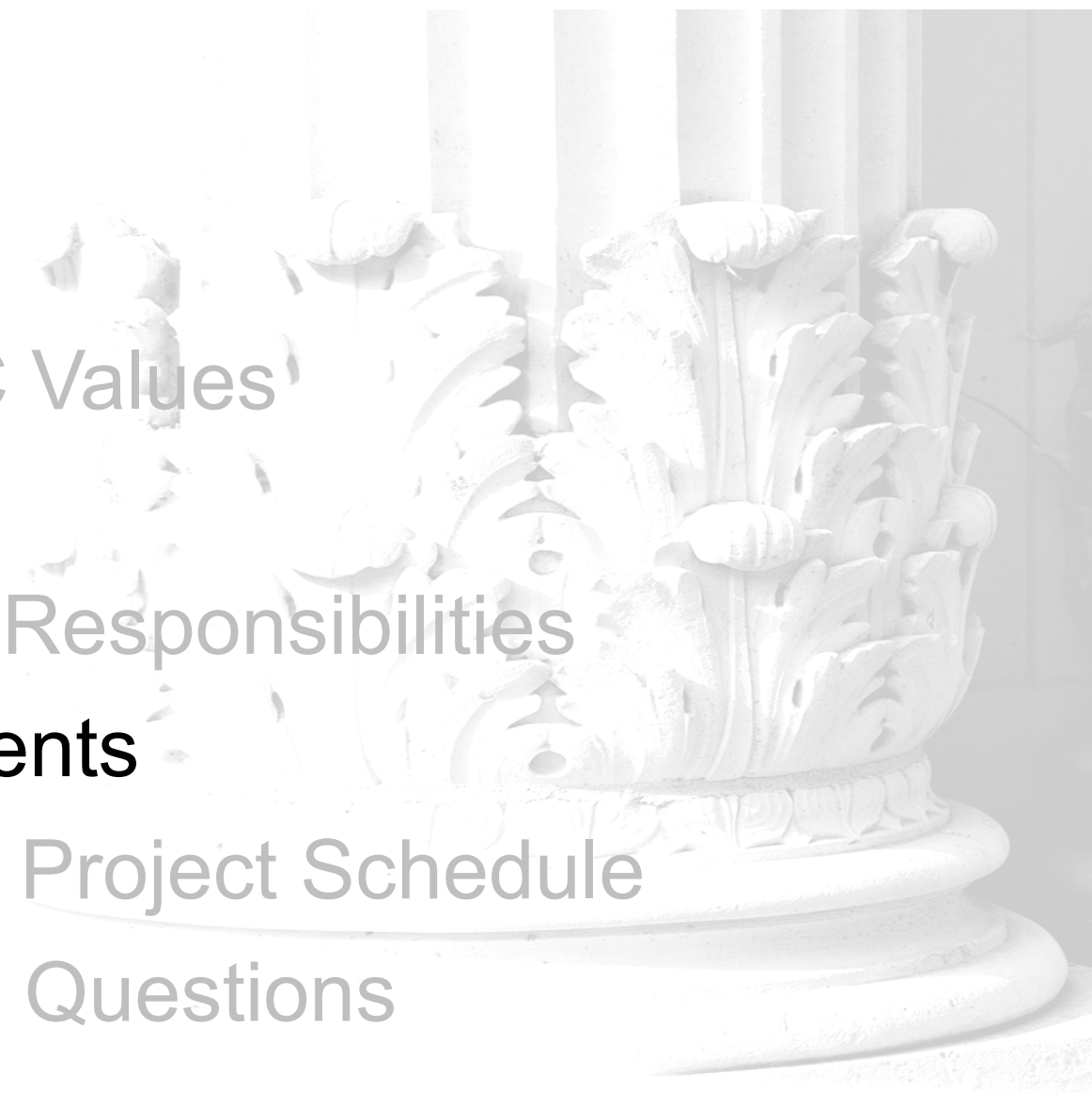
# General Contractor Responsibilities

## ➤ **Bluebeam Revu Responsibilities:**

- **Bluebeam Studio** – Studio is the cloud-based service Bluebeam offers to assist with overall project management. It is a collaboration tool used to open share information throughout the process of a project.
- **Bluebeam Project** – A Studio Project will be created once Construction Administration begins. Studio Project will be used to manage ALL Construction Documents issued for construction purposes during the Construction Administration phase of the Project. The Architect and Construction Manager will manage the uploading of documentation into Project.

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# CSP Construction - Proposal Requirements

## ➤ **Contractor Experience:**

- Brief company history, including executive leadership.
- Office locations, including the designated office responsible for project execution.
- Overview of all services offered.
- Total number of staff, including type of staff members.
- Business volume over the past five (5) years.
- Complete contact information (including email address) for the project principal and the individual to receive all RFP information.
- List five (5) projects for your company (and include references) with relevant Higher Education and other CSP experience that show your ability to successfully manage and deliver this project on time and within budget.

# CSP Construction - Proposal Requirements

## ➤ **Project Team Information:**

- General contractor is to provide an organizational construction staffing plan conveying each member's role(s), project duties, and responsibilities for the project.
- Written commitment to maintain the proposed project construction team.
- Qualifications of the proposed project construction team and their relevant experience as it related to this project.
- Current references for each team member (include current e-mail).
- List of Projects the proposed project construction team has worked on emphasizing relevant construction experience. Include any correlation of team members to the five (5) featured contractor experience projects.
- List of any companies that will provide service (such as estimating, value engineering analysis, scheduling, or other relevant services).



# CSP Construction - Proposal Requirements

## ➤ **HUB Contracting Commitment:**

- A HUB Contracting Commitment is required for this RFP response.
- TTUS requires all Contractors to demonstrate a 'Good Faith Effort' in actively identifying and soliciting qualified HUB vendors for the project.
- All HUB commitments are voluntary commitments with the state goal of using at least 21.1% of HUB businesses for Building Construction.

## ➤ **HUB Subcontracting Plan:**

- A HUB Subcontracting Plan (HSP) is required for this RFP response.
- Contractors must update their HUB Subcontracting Plan (HSP) during the project.
  - HSP must be updated at the 50% completion of application for payment.
  - HSP must be updated again at the 100% final cost application for payment (final payment will not be processed without having received the final 100% HUB Subcontracting Plan).

# CSP Construction - Proposal Requirements

## ➤ **Additional Information:**

- Provide anticipated project challenges and proposed solutions.
- Detail company processes, such as QA/QC programs, and implemented safety/health programs.
- Detail company's proven effectiveness at delivering construction projects of similar size, scale and complexity per the agreed construction schedule and contracted price for projects executed the last five (5) years. Provide a list of processes, policies and checks and balances procedures utilized to keep the project on track with the construction schedule and within the accepted bid proposal.
- Provide a list of claims and litigation, and the GC's Experience Modification Ratings (EMR) for the past five (5) years.
- Provide a Critical Path Method (CPM) baseline Construction Schedule.
- Provide a complete submittal schedule corresponding with the Critical Path Method (CPM) baseline Construction Schedule.

# CSP Construction - Proposal Requirements

## ➤ **Additional Information (cont.):**

- Prepare and submit a list of all subcontractors by CSI Division.
- Provide performance and payment bonds.
- Provide security/bid bond.
- Don't forget to indicate the number of Addenda received, fill out and sign the "Proposer's Execution of Offer" and the "Proposal Form," and place a cover letter at the beginning of the submission.

***Proposals DUE on Wednesday, April 16, 2025, at 3:00 PM CT***

***HSPs DUE on Thursday, April 17, 2025, at 10:00 AM CT***

- Trimble Unity Construct Bid Portal upload access will be denied after the submission deadline has expired.
- Public Opening will take place immediately following the HSP submission deadline.

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# Evaluation Criteria

## ➤ **A Selection Committee will review and evaluate the following criteria for Best Value:**

- Contractor's base proposal amount and alternates amounts.
- Qualifications of the proposed project construction team and contractor, including specific higher education experience, references, and ability to deliver a project on time and within budget.
- Project construction team and relevant experience for this project and location.
- Project CPM schedule and durations.
- Contractor's QA/QC plan and safety/health programs.
- If an interview is given, the contractor's and project construction team's presence, compatibility, and Q&A session with the selection committee.
- Contractor's Experience Modification Rating.
- Contractor's Claims and Litigation.
- Contractor's Proposal content, quality, comprehensiveness and/or presentation.

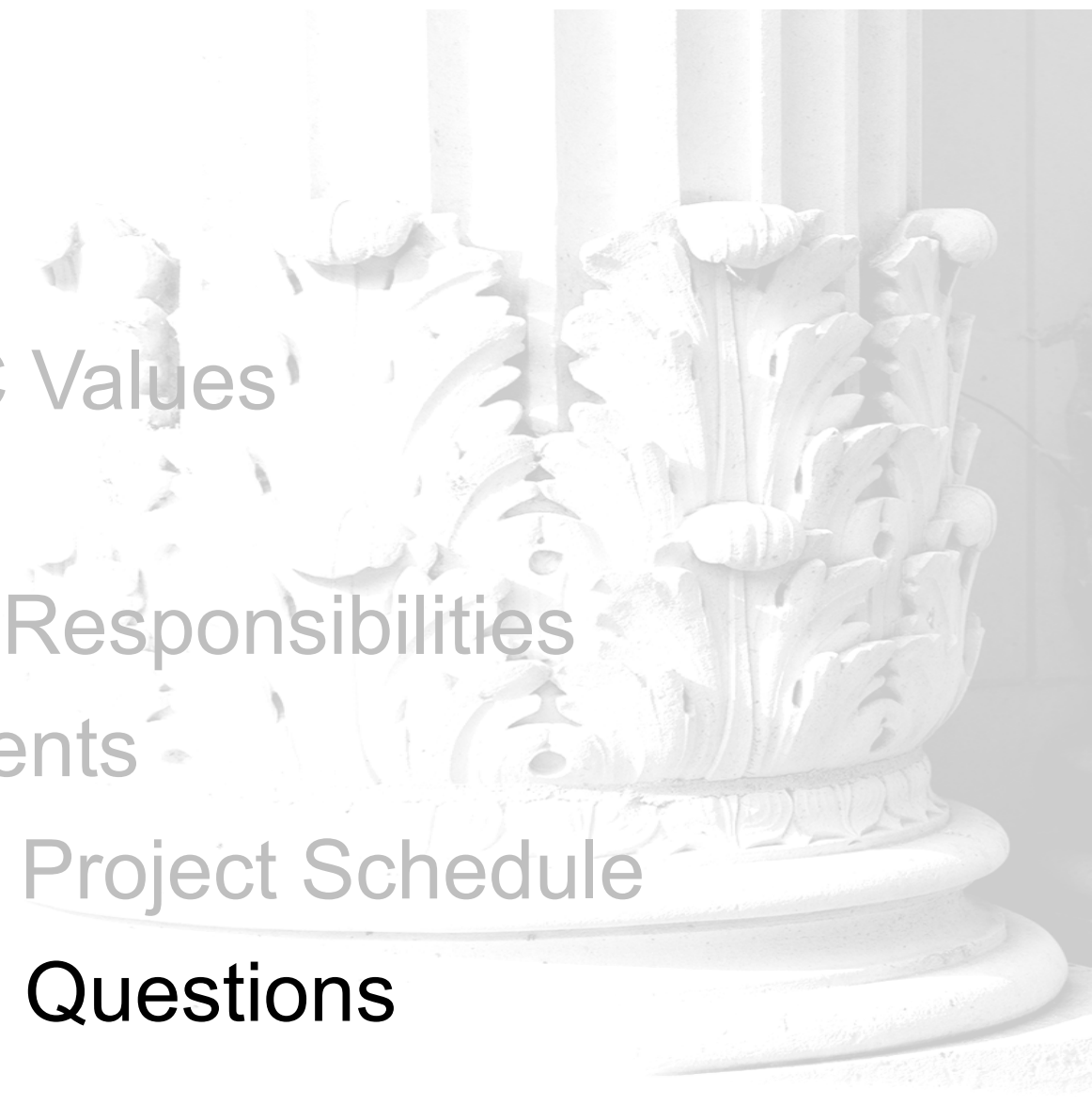
# Project Schedule\*

- RFP Posted Tuesday, March 25, 2025
- Pre-Proposal Conference Monday, March 31, 2025, 1:00pm CT
- Written Inquires Due Tuesday, April 8, 2025, 10:00am
- Addendum to Inquires Posted Thursday, April 10, 2025, 3:00pm CT
- Proposal Submissions Due Wednesday, April 16, 2025, 3:00pm CT
- HSP Submissions Due Thursday, April 17, 2025, 10:00am CT  
*Public Opening immediately following the HSP deadline.*
- Short List / Select Contractor Thursday, April 24, 2025, 3:30pm CT
- Shortlist Interviews TBD (if required)
- Board of Regents Approval Thursday, May 8, 2025
- Notice to Proceed Thursday, May 22, 2025 (Approx.)

\*Texas Tech reserves the right to modify this schedule as required

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# Key Reminders

## ➤ **Proposals Due at 3:00 pm CT, Wednesday, April 16, 2025**

- Upload PDF response, inclusive of “Proposer’s Execution of Offer” and “Proposal Form” via the Trimble Unity Construct Bid Portal.
- For upload instructions, please reference the “Instructions for Creating a Bid Package Response - Trimble” from the Electronic State Business Daily (ESBD) Website.
- Upload access will be denied after the submission deadline has expired.

## ➤ **HSPs Due at 10:00 am CT, Thursday, April 17, 2025**

- Please follow same Trimble Unity Construct upload instructions above for HSP submission.

## ➤ **Project Updates:**

- Project information packet (including RFP, Instructions, and Trimble Unity Construct Bid Portal link) is currently posted on the ESBD website.
- Any additional addenda will be posted to the ESBD website as needed.



# Questions?



TEXAS TECH UNIVERSITY SYSTEM™



Thank you for attending.

Please provide your contact information to  
[rick.richeda@ttu.edu](mailto:rick.richeda@ttu.edu)

Remember to check the Electronic State Business Daily  
regularly for any addenda.

➤ [https://www.txsmartbuy.gov/esbd/25-04\\_TTUHSC-PSL-2nd\\_CSP\\_RFP](https://www.txsmartbuy.gov/esbd/25-04_TTUHSC-PSL-2nd_CSP_RFP)