Project Description: Kilgore College is accepting Proposals in response to this request for Competitive Sealed Proposals.

COMPETITIVE SEALED PROPOSALS
A. Sealed Proposals for The Lane Johnson Athletic Performance Center renovations will be received until:
   1. Bid Close Date: Thursday, September 10, 2020
   2. Bid Close Time: 2pm CST
   3. Mailing Location: Kilgore College
      Procurement Services
      Attn: Betsy Hansard
      1100 Broadway
      Kilgore, Texas 75662
   4. Physical Location: Kilgore College ATC Whitten Building
      Procurement Services
      Attn: Betsy Hansard
      1306 S. Henderson Suite 110
      Kilgore, Texas 75662

Proposals must be enclosed in a sealed envelope (box or container) addressed to the location/person above and clearly identify the submittal deadline, the CSP number, and name and return address of the proposer. Documents received after the deadline indicated herein will not be considered. The College reserves the right to accept or reject any informality, or cancel this CSP for any reason at any time. The College will not accept Proposals that are delivered by telephone, facsimile (fax), or electronic mail (email). Selected vendor will be required to submit Form 1295 through the Texas Ethics Commission (TEC).

B. Project Identification and Location: James M. Parks Fitness Center, 701 Laird Street, Kilgore, TX 75662

C. Owner: Kilgore College
   1100 Broadway
   Kilgore, TX 75662
D. Architect: Johnson & Pace Incorporated  
1201 NW Loop 281, Suite 100  
Longview, Texas 75604  
903.753.0663  
903.753.8802 fax

E. Project Description: Work includes interior demolition and new finish-out of rooms in existing building (Fitness Center – approximately 4,276 SF). Kilgore College desires work to begin no later than October 1, 2020 with a desired completion date of March 1, 2021. This project is being funded by a donor with a yet to be determined budget.

**CONTRACT**
Proposals will be based on a lump sum contract and evaluation of selection criteria.

**CONTRACT DOCUMENTS**
A. Drawings and specifications are included in this CSP as Attachment A.
B. Competitive Sealed Proposal Advertisement and any issued addenda can be found on the Kilgore College Procurement Services website, [https://www.kilgore.edu/about/offices/procurement-services](https://www.kilgore.edu/about/offices/procurement-services).

**SELECTION CRITERIA**
A. All properly submitted Proposals will be reviewed, evaluated, and ranked by the Owner based on the following weighted selection criteria:
   1. The proposer’s proposed cost for services - 35%
   2. Qualifications and reputation of the proposer - 45%
   3. The proposer’s past relationship with the district and/or design team - 10%
   4. Specific experience in the scope of the proposed project - 10%
B. Proposer to submit four (4) copies of proposal and one (1) original. The proposer should provide a response to items 1-4 of Selection Criteria. This information should be included in the proposal.
C. Kilgore College will select the proposal that offers the best value for the College based on the above-published selection criteria and on its ranking evaluation. By submitting a proposal, Proposer acknowledges (1) Proposer’s acceptance of the Proposal Evaluation Process, and (2) Proposer’s recognition that some subjective judgments must be made by Owner during this process. In determining best value for the College, the College is not restricted to considering price alone, but may consider any other factors stated in the selection criteria. The Owner reserves the right to divide the Project into multiple parts, to reject any and all Proposals and re-solicit, or to reject any and all Proposals and temporarily or permanently abandon the Project. Owner makes no representations, written or oral, that it will enter into any form of agreement with any offeror to this solicitation and no such representation is intended or should be construed by the issuance of this solicitation. Acceptance of a Proposal for
consideration does not waive this reservation of rights, nor does it imply any obligation by Owner.

MANDATORY PRE-BID CONFERENCE
A. August 27, 2020 at 9:30 a.m.; James M. Parks Fitness Center, 701 Laird Street, Kilgore, TX 75662.
B. There will be registration at the pre-bid conference and guided tour of the site. The pre-bid conference will allow all proposers an opportunity to ask representatives relevant questions and clarify provisions of this Bid. **Bids will be accepted from only those proposers recorded as attending this meeting.** There will be no exceptions to this requirement.

ADDENDA
It is Proposer’s responsibility to make sure they have obtained all addenda prior to submitting a bid. Addenda, if any, will be posted on Owner’s website at [https://www.kilgore.edu/about/offices/procurement-services](https://www.kilgore.edu/about/offices/procurement-services).

TIME OF COMPLETION
Proposers shall begin the Work on receipt of the Notice to Proceed and shall complete the Work within the Contract Time.

PROPOSER’S QUALIFICATIONS
Proposers must be properly licensed under the laws governing their respective trades and be able to obtain insurance and bonds required for the Work.

CSP Number 2020-A001
Kilgore College
Dr. Brenda Kays, President