

# CITY OF SAN ANTONIO

Issued By: Building Equipment Services  
ID NO.: 35-00282

Date Issued: November 1, 2023

## (010) LOW QUALIFIED FORMAL INVITATION FOR BIDS (IFB) to CONTRACT FRANK GARRETT HVAC PROJECT

Online bidding is utilized via CivCast at <https://www.civcastusa.com/bids>. Online bid services will open for bidding on **Wednesday, November 1, 2023** and close on **Tuesday, December 5, 2023 at 2:00 P.M. CT**. Follow submittal instructions on <https://www.civcastusa.com/>. **Hard Copies will not be accepted for this solicitation.** Bids will be opened and the Bid Results will be posted on CivCast on the day of the bid deadline. Bid Results will be read aloud utilizing WebEx. Access WebEx by phone at **1-415-655-0001** and/or <https://www.webex.com/> with Access Code: 1770 23 1452, Password: 3HrMPWvWr58

A Non-Mandatory Pre-bid meeting will be held through WebEx on **Monday, November 13, 2023 at 10:00 A.M. CT**. Access the WebEx by phone at **1-415-655-0001** and/or <https://www.webex.com/> with Access Code: 2633 118 6928, Password: X36mGSC3SNK. **The Deadline for questions is scheduled for November 20, 2023 at 4:00PM (CT).**

**The estimated construction budget for this contract is \$998,657.00.**

Bidder acknowledges that this is a unit price contract; that unit prices established will remain in effect and valid throughout the duration of the contract; the quantities shown are estimated quantities for budgetary purposes only; the award of this contract does not guarantee contractor the entire work shown in this FORMAL INVITATION FOR BID (IFB); the City of San Antonio (City) may order all, some, or none of the work shown in this IFB; and projects will be assigned as they become available. **City may elect to award this Project based solely on the base bid, based on a combination of the base bid plus any combination of selected alternates or based on a combination of the base bid plus all alternates that serve the best interest of City. All bids must include a price for all units or line items, including any alternates. Entering a price of "\$0.00" shall mean the units or line items will be provided at no cost to City. A unit price left blank shall result in the bid being deemed nonresponsive and disqualified from consideration. City reserves the right to delete line items prior to award.**

**This invitation includes the following Contract Documents which are required downloads in CivCast:**

|        |                                                   |     |                                               |
|--------|---------------------------------------------------|-----|-----------------------------------------------|
| 010    | Invitation for Bids                               | 076 | Payment Bond                                  |
| 020    | Contract Signature Page                           | 081 | General Conditions for Construction Contracts |
| 024    | Unit Pricing Form (Lump Sum Bid Only)             | ■   | Subcontractor/Supplier Utilization Plan       |
| 030    | Experience & Qualifications Form w/Project Sheets | ■   | Local Preference Program Identification Form  |
| 040    | Standard Instructions to Respondent               | ■   | VOSB Program Tracking Form                    |
| 041    | Certificate of Interested Parties (TEC Form 1295) | ■   | Wage Decision                                 |
| 050.01 | SBEDA Guidelines                                  | ■   | Insurance Requirements                        |
| 060    | Supplemental Conditions                           |     |                                               |
| 075    | Performance Bond                                  |     |                                               |

The City of San Antonio point of contact for this solicitation is **Procurement Specialist III, Adrian Pena**, [Adrian.Pena@sanantonio.gov](mailto:Adrian.Pena@sanantonio.gov). Questions are to be submitted in writing in the Questions and Answers section on CivCast. Bidder understands and agrees to the responsibility for obtaining any and all addenda and adhering to all requirements in addenda. City is not responsible for incorrect information obtained through other sources.

Bid Documents must contain **"Legal Name of Company"** as listed by the Texas Secretary of State Registry (<http://www.sos.state.tx.us/>). The documents required in CivCast (fully completed and with digital signatures) constitute the required information to be submitted as a part of the bid proposal.

**The following documents constitute the required information to be submitted as a part of the bid proposal and are required uploads in CivCast:**

|     |                                                   |   |                                              |
|-----|---------------------------------------------------|---|----------------------------------------------|
| 020 | Contract Signature Page                           | ■ | Subcontractor/Supplier Commitment Form       |
| 024 | Unit Pricing Form (Lump Sum Bid Only)             | ■ | TEC Form 1295 Certification Number & Date    |
| 030 | Experience & Qualifications Form w/Project Sheets | ■ | Local Preference Program Identification Form |
| ■   | Bid Bond                                          | ■ | VOSB Program Tracking Form                   |

It is understood and agreed that the work is to be substantially completed on or before 210 calendar days. This project **does not** include hazardous environmental work. This project requires 0 project sign(s).

**Small Business Economic Development Advocacy (SBEDA) Program Compliance** – Respondents shall meet the subcontracting requirements as stated on 050.01 Form and on the **Subcontractor/Supplier Utilization Plan** posted with this solicitation on the City's website. The **Subcontractor/Supplier Utilization Plan** will be determined off of the base bid amount.

**Local Preference Program Ordinance** – For more detailed information on the Local Preference Program Ordinance, see solicitation document "040 Standard Instructions to Respondent", section 5.

**Veteran-Owned Small Business Preference Program** – For more detailed information on the Veteran-Owned Small Business Preference Program, see Ordinance No. 2013-12-05-0864 and solicitation document “040 Standard Instructions to Respondent”, section 6.

**Responsible Bidder Ordinance** – For more detailed information on the Responsible Bidder Ordinance, see Ordinance No. 2023-01-26-0041 and solicitation document “040 Standard Instructions to Respondent”, section 7.

**Heat Illness Ordinance** – For more detailed information on the Heat Illness Ordinance, see Ordinance No. 2023-08-31-0585 and General Conditions for Construction Contract, Article X.1.5 and Art.X.2.3(a).

**Bid Protest Procedures** – See solicitation document “040 Standard Instructions to Respondent”, section 11.

**Wage Decision** – Bidder shall meet the prevailing wage rate requirements established for this contract and shall reference the wage decision posted with this solicitation on the City’s website.