**Flood Mitigation Project**

Houston Ballet

Request for Contractor Proposals, Due 2/22 at 2pm

**PROJECT SCOPE**

Houston Ballet is pleased to invite you to participate in their Request for General Contractor Proposals**.** The scope includes the installation of flood barriers, a natural gas generator, a sump pump system, and relocating electrical equipment. Contractors must exhibit past experience with each system

The Houston Ballet is a 501c3 Tax Exempt Corporation, which has been housed in its current location at 601 Preston St. since the building was completed in 2010.

The flood mitigation of the Houston Ballet building should be completed in time for the 2019 hurricane season. Drawings and specifications can be viewed at:

<https://www.dropbox.com/sh/3nwquov00mgr4f3/AAA77C8roKRN4ELKHA80UxRFa>

**PROPOSAL SCHEDULE**

**2/8** Construction documents distributed

**2/22 @ 2PM** Proposals due to Venturi’s office, 440 Louisiana, Suite 900

**2/25 – 2/26** TEAM INTERVIEWS (All respondents will be interviewed)

**3/1** Notice to Proceed

**TERMS and CONDITIONS**

All questions and communications will be directed through the Project Manager, Venturi Outcomes. The staff of the Houston Ballet and members of the design team are not to be contacted directly regarding this proposal. Address written questions to Jim Foreman, jim@venturipm.com. Answers will be distributed by e-mailed addendum.

The contract for construction is attached to the RFP. Changes to this document will only be considered if it benefits the Houston Ballet.

Responses must be delivered to the Project Manager, Venturi Outcomes at 440 Louisiana, Suite 900. No proposals will be accepted after the stated deadline. Two hard copies and a flash drive of the contents are required.

All addendums will be distributed via email. Any Amendment or interpretation that is not in this format shall not legally bind Houston Ballet. Only information supplied by the RFP documents should be used in preparing responses. All contacts that a respondent may have had before or after receipt of this RFP with any individuals, employees or representatives of this project other than the Project Manager, and any information that may have been read in any news media or seen or heard in any communication facility regarding this RFP should be disregarded in preparing responses.

Houston Ballet reserves the right to seek information, pertinent to the award of the construction contract, outside the parameters of this RFP. Information obtained toward the selection of the General Contractor will not be shared or distributed to anyone outside of the selection team. The means and methods for the selection of the General Contractor is not public information and the Houston Ballet is not obligated to discuss their decisions.

**PROPOSAL REQUIREMENTS**

**COMPANY HISTORY OF SIMILAR PROJECTS**

1. Provide projects completed within the past seven years that include passively activated flood barriers, emergency generator systems and large sump pump equipment. The following information should be included:
* Date project completed
* Final cost
* Current contact info for Owner, Architect or Owner’s Project Manager

**TEAM ORGANIZATION**

1. Provide a list of team members with their project role. At a minimum, include the Project Manager and Superintendent. The contractor’s team will be reviewed for relevant construction history, past performance and customer satisfaction.
2. Provide an organization chart of all team members. Indicate where the individual will be located (i.e. home office, jobsite, etc.) and the percentage of time the individual will be allocated to the Houston Zoo – Elephant Barn/Yard Expansion. Unless stated otherwise, it will be assumed that the team member will be assigned to the project from the Notice to Proceed until Final Completion for both phases of the work.
3. Provide a resume for each team member’s that includes their training, education and history of projects. Information on each project should include:
* Date project completed
* Final cost
* List similar systems

**MANDATORY ELEMENTS**

1. Provide proof of insurance meeting the contract limits
2. Provide letter from insurance company with the current EMR rating
3. Submit proposed contract clarifications for consideration by the Houston Zoo

**SCHEDULE**

1. Provide a construction schedule that shows equipment delivery and installation activities.

**PRICING**

1. Provide a Lump Sum Cost of Work and a schedule of values. Identify any items that are to be included in the contract amount as an allowance.

**TEAM INTERVIEWS**

1. Interviews will be scheduled with the low apparent bidder to review the logistics plan for the work.
2. The Owner reserves the right to disqualify a contractor whose methodology and schedule creates undue burden to the operation of the facility.

**REFERENCES**

**AIA 101 Standard Construction Contract**

**AIA 201 General Conditions**