

**REQUEST FOR PROPOSAL  
FOR  
CONSTRUCTION SERVICES**



**THE ATASCOCITA FIRE DEPARTMENT/HARRIS COUNTY ESD No. 46 IS SOLICITING QUOTES FOR DESIGN, CONSTRUCTION, ERECTION, AND INSTALLATION OF A 180' MONOPOLE COMMUNICATIONS TOWER LOCATED AT FIRE STATION # 39 (19219 OAK TIMBERS DR, HUMBLE, TX 77346).**

**DEADLINE FOR SUBMITTAL:  
11:00 A.M., FRIDAY, SEPTEMBER 14, 2018**

## **TABLE OF CONTENTS**

### **Section 1 Notice to Respondents**

- 1.1 General Information
- 1.2 Public Information Statement
- 1.3 Form of Contract
- 1.4 Clarifications and Interpretations
- 1.5 Submittal Deadline
- 1.6 Contact
- 1.7 Respondent's Acceptance of Evaluation Methodology
- 1.8 Definitions
- 1.9 Obligations of Parties
- 1.10 Completeness of Proposal
- 1.11 Withdrawal or Modification
- 1.12 Ownership of Proposals
- 1.13 Validity Period
- 1.14 General Conditions

### **Section 2 Executive Summary**

- 2.1 Scope of Work
- 2.2 Project Delivery
- 2.3 Tentative Schedule of Actions

### **Section 3 Proposal Requirements**

- 3.1 Respondent's Past Experience and Ability to Meet Schedules
- 3.2 Respondent's Ability to Manage Construction Safety and Quality
- 3.3 Respondent's Pricing and Project Delivery Proposal
- 3.4 Respondent's Acknowledgement of Proposal

### **Section 4 Proposal Format**

- 4.1 Content
- 4.2 Additional Information
- 4.3 Table of Contents
- 4.4 Divider Tabs
- 4.5 Pagination

### **EXHIBIT "A"**

- Scope of Work
- Equipment List
- Installation Location

## **NOTICE TO RESPONDENTS**

### **1.1 General Information**

Harris County Emergency Services District No. 46 is accepting proposals for the selection process to enter into a contract with a construction firm to provide complete construction services consistent with the competitive sealed proposal construction delivery process pursuant to the provisions of Chapter 775, Texas Health & Safety Code and Chapter 2269, Subchapter D, Texas Government Code. This document provides information for selected parties to prepare and submit a response to the Request for Proposal (RFP) for consideration by Harris County ESD No. 46.

This RFP is the process for selecting a contractor for the Project. The RFP provides the information necessary to prepare and submit Proposals. The Owner will rank the Respondents in the order that they provide the “best value” for the Owner based on the selection criteria, RFP responses and on the ranking evaluations.

### **1.2 Public Information Statement**

The Owner considers all information, documentation and other material submitted in response to this solicitation to be of a non-confidential and/or non-proprietary nature.

Information in any tangible form which is submitted by respondents will be treated as confidential until such time as a contract is executed. After that time, the information may be disclosed to requestors.

### **1.3 Form of Contract**

The final contract will be negotiated by the parties. If available, it is requested that respondent provide a form of contract. Please confirm that a performance and payment bond will be provided as part of the ultimate agreement between the parties.

### **1.4 Clarifications and Interpretations**

Respondents are required to restrict all contact and questions regarding this RFP to the named individual listed in Section 1.6 of this RFP.

Any clarifications or interpretations of this RFP that materially affect or change its requirements will be made available by the Owner as an Addendum. All individuals who request this RFP from the Owner shall be responsible to verify no additional Addendum(s) are available prior to bid date. All such Addendums issued by the Owner before the proposals are due shall become a part of the RFP, and respondents shall acknowledge receipt of and incorporate each Addendum in its response. Respondents shall consider only those clarifications and interpretations that the Owner issues by Addendum three (3) business days prior to the submittal deadline. Clarifications or Interpretations in any other form, including oral statements, will not be binding on the Owner and should not be relied upon in preparing the Proposal.

## **1.5 Submittal Deadline**

Proposals shall be **RECEIVED** until **11:00 a.m., Friday, September 14, 2018.**

Provide one (1) printed copy of the Proposals and (1) digital copy of the Proposals in “pdf” format.

It is the complete responsibility of the Respondent to ensure that submittals are received by the submittal deadline. All proposals should be delivered to Mr. Wassell, whose information is contained below in Section 1.6. The name and address of the proponent shall be placed on the outside of the envelope plus the following statement: "SEALED PROPOSAL. DO NOT OPEN IN MAIL."

## **1.6 Contact**

Any questions regarding this Request for Proposals shall be directed to:

Michael Wassell  
Director of ITC & Operations Support  
Atascocita Fire Department  
Harris County ESD No. 46  
18425 Timber Forest Dr  
Humble, TX 77346  
Office: (281) 852-2181 x1005  
Email: [RequestForProposal@avfd.com](mailto:RequestForProposal@avfd.com)

## **1.7 Respondent’s Acceptance of Evaluation Methodology**

Submission of a Proposal indicates Respondent's acceptance of the evaluation techniques and the recognition that subjective judgments must be made by the Owner during the evaluation process.

## **1.8 Definitions**

As used in this RFP, the terms have the meanings set forth below:

“Contractor” means the individual, corporation, company, partnership, firm or other organization that has contracted to perform the Work for the Owner.

“Owner” shall mean Harris County Emergency Services District No. 46 or its designated representative(s).

## **1.9 Obligations of Parties**

Respondent understands and acknowledges by submitting a Proposal that the Proposal presented is based on assumed requirements for the proposed project; and, that the Owner has made no

written or oral representations that any such assumed requirements are endorsed or accepted should a contract arise from the presented Proposal.

Furthermore, Respondent understands and acknowledges by submitting a Proposal that any and all costs incurred by the Respondent as a result of the Respondent's efforts to participate in this selection process shall be at the sole risk and obligation of the Respondent.

The Owner will not provide compensation to Respondents for any expenses incurred for proposal preparation or for any presentations made.

The Owner makes no guarantee that an award will be made as a result of this RFP and reserves the right to accept or reject any or all proposals, waive any formalities or minor technical inconsistencies, or delete any items/requirements from this RFP or resulting contract when deemed to be in the Owner's best interest. Representations made within the Proposal response will be binding on responding firms.

### **1.10 Completeness of Proposal**

Respondent should carefully read the information contained herein. It is the responsibility of the Respondent to submit a complete response to all requirements and questions.

Proposals which are qualified with conditional clauses, or alterations, or items not called for in the RFP documents, or irregularities of any kind are subject to disqualification at the option of the Owner.

Each Proposal should be prepared simply and economically, providing a straightforward, concise description of the firm's ability to meet the requirements of the RFP. Emphasis should be on completeness, clarity of content, responsiveness to the requirements, and an understanding of the Owner's needs.

Failure to comply with the requirements contained in this RFP may cause rejection of the Proposal.

The Owner will not acknowledge or receive Proposals that are delivered by telephone, facsimile (fax), or electronic mail (e-mail).

### **1.11 Withdrawal or Modification**

A Proposal may be withdrawn and resubmitted any time prior to the time set for receipt of Proposals. No Proposal may be changed, amended, or modified after the submittal deadline. No Proposal may be withdrawn after the submittal deadline without approval by the Owner which shall be based on Respondent's written request stating reasons for withdrawing the proposal that are acceptable, in the Owner's opinion.

### **1.12 Ownership of Proposals**

Proposals and any other information submitted by Respondents shall become the property of Harris County ESD No. 46 (the Owner).

### **1.13 Validity Period**

Proposals are to be valid for the Owner's acceptance for a minimum of 60 days from the submittal deadline date to allow time for evaluation and selection. A Proposal, if accepted, shall remain valid for the life of the contract resulting from this selection process.

### **1.14 General Conditions**

By signing and submitting a Proposal, Respondent certifies that any attached or referenced conditions or documents are applicable to this procurement only to the extent that they do not conflict with the statutes or Administrative Code of the State of Texas, or the advertised contract conditions, and that they do not impose additional requirements on the Owner. Respondent further certifies that the submission of a Proposal is Respondent's good faith intent to contract with the Owner as specified herein and that such intent to contract is not contingent upon the Owner's acceptance or execution of any such attached or referenced conditions, or other documents.

## **EXECUTIVE SUMMARY**

### **2.1 Scope of Work**

The Atascocita Fire Department/Harris County ESD No. 46 is soliciting quotes for design, construction, erection, and installation of a 180' monopole communications tower located at Fire Station # 39 (19219 Oak Timbers Dr, Humble, TX 77346). Please see the attached Exhibit "A" for more detailed information.

The project site is accessible upon request for inspection. All technology items shall be coordinated and with the Owner.

### **2.2 Project Delivery**

It is anticipated that the duration of construction shall last sixty (60) days from the issuance of a notice to proceed (which will not be issued until design, soil testing and any required permitting have been completed).

### **2.3 Tentative Schedule of Actions**

Proposal Submittal Deadline	September 14, 2018
Proposal Review/Approval	September 17, 2018
Start Construction	October 22, 2018
Substantial Completion	December 31, 2018

## **PROPOSAL REQUIREMENTS**

Respondents shall carefully read the information contained in the following criteria and submit a complete Proposal to all questions in Section 3.

The Respondent shall be selected whose experience and qualifications, as presented in response to this RFP, offers the greatest benefit and value to the project and Harris County ESD No. 46.

The criteria for evaluation of proposals, and selection of the successful respondent, will be based on the following criteria:

### **3.1 Respondent's Past Experience and Ability to Meet Schedules**

3.1.1 Provide past experience with project management for public facilities and entities (preferably fire station type/emergency service). You are welcomed to provide relevant information for private projects as well if necessary.

3.1.2 Describe how you will develop, maintain and update the project schedule during construction.

3.1.3 You may provide a sample Work Progress Schedule (bar chart acceptable) for the phases of this project.

### **3.2 Respondents' Ability to Manage Construction Safety and Quality**

3.2.1 Briefly describe the firm's approach for anticipating, recognizing and controlling safety risks at the jobsite.

3.2.2 Identify the firm's approach for reviewing, inspecting and supervising construction activities.

3.2.3 Describe your quality assurance program. Explain the methods used to ensure quality control during the Construction phase of a project. You may provide specific examples of how these techniques or procedures were used for a prior project.

3.2.4 Please provide a certificate of liability insurance (ACORD certificate of liability insurance) listing your insurance coverages available for this project.

**(THE BALANCE OF THIS PAGE HAS INTENTIONALLY BEEN LEFT BLANK)**

**3.3 Respondent’s Pricing and Project Delivery Proposal**

**THIS SECTION MUST BE COMPLETED AND RETURNED WITH RESPONDENT’S PROPOSAL. FAILURE TO RETURN THIS SECTION WILL RESULT IN THE REJECTION OF YOUR PROPOSAL.**

Proposal of: \_\_\_\_\_ (Company Name)

To: Harris County Emergency Services District No. 46

Ref.: 180’ Monopole Communications Tower  
Harris County ESD No. 46  
Atascocita, Texas

Having carefully examined all the requirements of this RFP and any attachments thereto, the undersigned proposes to furnish the required construction services as required at the terms stated herein.

Include all fees and costs of the Contractor associated with this project.

**Proposal Lump Sum**

Owner shall pay Contractor a stipulated Construction Phase Fee amount of:

\_\_\_\_\_ Dollars (\$\_\_\_\_\_)  
(Written Amount) (Numerical amount)

**Addendum Acknowledgment**

Receipt is hereby acknowledged of the following addendum to this RFP by entering yes or no in space provided and indicating date received. Enter “0” if none received.

No. 1 Date \_\_\_\_\_

No. 2 Date \_\_\_\_\_

**3.4 Respondent’s Acknowledgement of Proposal**

3.4.1 By signature hereon, Respondent offers and agrees to furnish all services to construct the project at the prices quoted and comply with all terms, conditions, and requirements set forth in the RFP documents and contained herein.



3.4.2 By signature hereon, Respondent affirms that it has not given, nor intends to give at any time hereafter, any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor or service to a public servant in connection with the submitted Proposal. Failure to sign hereon, or signing a false statement, may void the proposal or any resulting contracts at the Owner's option, and the Respondent may be removed from all proposal lists.

3.4.3 By signature hereon, Respondent certifies that all statements and information prepared and submitted in response to this RFP are current, complete and accurate.

3.4.4 By signature hereon, Respondent certifies that the individual signing this document and the documents made part of the RFP is authorized to sign such documents on behalf of the company and to bind the company under any contract which may result from the submission of this proposal.

**Proposer:**

\_\_\_\_\_  
(Company Name)

\_\_\_\_\_  
(Authorized Signature)

\_\_\_\_\_  
(Printed Name/Title)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Email)

\_\_\_\_\_  
(Street Address)

\_\_\_\_\_  
(City, State, Zip Code)

\_\_\_\_\_  
(Telephone Number)

\_\_\_\_\_  
(Date)

Submitted By: \_\_\_\_\_  
(Signature)

## **PROPOSAL FORMAT**

### **4.1 Content**

4.1.1 Proposals shall consist of Responses (certifications, answers to questions, and information) to requirements and questions identified in Section 3 of this RFP. It is not necessary to repeat the question in your Response; however, it is essential that you reference the question number with your corresponding response. In cases where a question does not apply or if you are unable to respond, reference the question number and indicate N/A (Not Applicable) or N/R (No Response) as appropriate.

### **4.2 Additional Information**

4.2.1 Additional attachments may be included in the Response. The Responses provided by the Respondent to the questions identified in Section 3 of this RFP will be used by the Owner for evaluation.

### **4.3 Table of Contents**

4.3.1 Include a basic Table of Contents that includes page number references. The Table of Contents should be in sufficient detail to facilitate easy reference of the sections of the Proposal as well as any separate attachments which should also be listed in the Table of Contents.

### **4.4 Divider Tabs**

4.4.1 RFP shall be organized by dividers for review by the Owner for ease of evaluation.

### **4.5 Pagination**

4.5.1 All pages of the Proposal should be numbered sequentially.

# **EXHIBIT “A”**

## **SCOPE OF WORK**

1. Engineer and design foundation and super-structure for a new 180’ monopole communications tower. As an alternate, the responder may submit a design to be reviewed by Atascocita Fire Department (AFD) for a new lattice tower, in addition to a monopole, if considered to be more cost efficient and feasible for the site. AFD reserves the right to accept or reject the design for a lattice tower option, independent of the findings.
2. For lattice type towers, provide and install new perimeter fence bonded to the grounding system in a Motorola R56 compliant manner.
3. All engineered documents, calculations, material certifications, and shop drawings associated with a complete installation are to be submitted for review and approval at the appropriate time. All engineered documents are to be signed and sealed by a professional engineer, licensed in the state of Texas, and specific to their area of practice.
4. Provide a project geotechnical report specific to location and type of structure to be installed at the site. A firm, licensed to perform geotechnical, professional engineering services in the state of Texas, and with relevant experience in offering recommendations for structures of this type will be selected and contracted by the responder and included in the response to this RFP.
5. Materials testing services will be contracted independently and separately by the Atascocita Fire Department (AFD) and SHALL NOT be included in these Scope of Services.
6. Delivery of all components to installation site.
7. Provide all necessary equipment, labor, and materials (concrete, reinforcing, anchor bolts, templates, embedded plates, etc.) to install the foundation for new 180’ communications tower based on normal soil and site conditions, feasibility, and cost. Installation will be executed in strict accordance with the drawings and specifications.
8. Provide material and labor to install one 180’ communications tower designed to meet or exceed the TIA 222-H standard:
  - A. 142 MPH Ultimate
  - B. Structure Class III
  - C. Maximum tower stress of 80.0% as loaded per this scope (see “Equipment List”).
  - D. Tower material to include:
    - (1) One set of climbing steps
    - (2) One cable safety climb
    - (3) Six side arm mounts, at least two must be 6’, all others can be 2’-6’
9. Provide and install weatherproof building penetration into the MDF/Equipment room. Penetration should be no more than 50% capacity with specified equipment (see “Equipment List” below).
10. Provide and install one waveguide bridge between the tower and the building penetration.

11. Provide and install Motorola R56-type grounding.
12. Provide and install Motorola R56-type grounding busbar inside MDF/equipment room.
13. Provide labor to install all specified equipment (see "Equipment List" below).
14. Provide and install necessary grounding kits for all specified equipment (see "Equipment List" below).
15. Provide and install appropriate polyphasers on all coax runs.
16. Obtain and provide all required permits as necessary for the completed construction and use as intended for this project.
17. All equipment, components, and materials shall be new, unused condition.

## **EQUIPMENT LIST**

*Note: All antennas, coax and associated hardware to be provided by the Atascocita Fire Department and are exclusive of the scope.*

Provide labor for the installation of the following equipment (all elevation levels reference the base of the antenna):

1. One DB420 antenna on 2' side arm mount at the 180' level (tip) with one run of low-loss 7/8" coax from the antenna down tower to the equipment room.
2. One DB420 antenna on 6' side arm mount at the 148' level with one run of low-loss 7/8" coax from the antenna down tower to the equipment room. This must be mounted to the southern face of the tower.
3. One 2' dish at the 130', +/-, with one run of properly rated Cat5e cable from the antenna down tower to the equipment room. This must be mounted on the Eastern face of the tower.
4. One DB420 antenna on 6' side arm mount at the 128' level with one run of low-loss 7/8" coax from the antenna down tower to the equipment room.
5. One Comprod F-3661 antenna on 2' side arm mount at the 110' level with two runs of low-loss 7/8" coax from the antenna down tower to the equipment room.
6. One DB224 antenna on a 2' side arm mount at the 100' level with one run of 7/8" coax from the antenna down tower to the equipment room.
7. One weather station antenna at a level equal with the roof peak on a 6' side arm mount with one run of Cat5e cable from the antenna down tower to the equipment room
8. One BS750U-WB antenna on 2' side arm mount at the 50' level with one run of low-loss 7/8" coax from the antenna down the tower to the equipment room. This must be mounted on the eastern face of the tower.
9. One BS750U-WB antenna on 2' side arm mount at the 50' level with one run of low-loss 7/8" coax from the antenna down the tower to the equipment room. This must be mounted on the northern face of the tower.

# INSTALLATION LOCATION

