

## SECTION IV PROPOSAL CONTENT & EVALUATION CRITERIA

### EVALUATION PROCESS

The objective of this evaluation process is to identify and select the proposer with the best satisfies the requirements of the City of Allen. All proposals received by the submission deadline will be evaluated by the City of Allen evaluation committee. The evaluation committee will review, rate, and rank each proposer's proposal in accordance with the weighted criteria contained in this document.

### EVALUATION CRITERIA

PLEASE NOTE THAT THIS PROPOSAL WILL BE AWARDED ON THE BASIS OF "BEST VALUE". The award to the successful proposer will be determined by best value to the City of Allen as allowed by Chapter 252 of the Local Government Code. The following criteria will be considered when selecting a contractor:

- the purchase price;
- the reputation of the proposer and the proposer's services;
- the quality of the proposer's service;
- the extent to which the proposer's services meet the City's needs; and
- the proposer's past business relationship with the City.

### PROPOSAL RESPONSE DOCUMENTS

In order to be considered responsive, the Proposer shall submit with their Proposal, such documentation as is necessary or required to attest to the company's capabilities and qualifications to perform the work as specified and all aspects of this contract in a competent and expeditious manner.

Please provide a sample with your submittal.

### PROPOSER QUALIFICATIONS

Each respondent to this proposal shall be capable of meeting the following minimum requirements:

1. Proposers must demonstrate that they can furnish all labor, materials, tools and equipment as specified herein; including components and accessories required for a complete installation.
2. Proposers must demonstrate that they are financially stable and that they have been a commercial provider for at least the past three years.
3. Proposers must be capable of and are required to submit criminal background checks on all employees performing this contract **prior to any work being performed.**
4. Proposers bid price shall be enough to pay all applicable Federal, State withholding, worker's compensation, insurance and to comply with the current minimum wage.
5. Proposers must submit with their proposal proof of insurance. The awarded contractor must provide the city with their certificate of insurance, meeting all the city's insurance requirements within five (5) working days of award notification. Failure to provide the city with a certificate of insurance, meeting all the city's insurance requirements within five (5) working days of award notification may result in the city awarding the contract to another contractor.

### COMPANY OVERVIEW

Respondent shall provide the following information with their submission, including a brief company overview, history, and financial status:

1. Firm name, address, phone number, and date established;
2. Address and location of the local responsible office;
3. Name of office principals, their experience and professional qualifications;
4. Describe your firm's experience in providing likes services including the number of years your firm has actively provided such services;
5. Provide a complete and current listing of all industry certifications, accreditations and affiliations your firm holds; and
6. Describe whether your firm has ever undergone an investigation by an outside agency pursuant to the filing of claims and describe the outcome of the investigation including ramifications to your firm or your firm's client cities.

**REFERENCES**

1. Vendor shall have a minimum of TEN (10) years of experience.

Does your firm meet this requirement?  Yes  No

2. Minimum of two references installed 5-8 years ago.

*See Attached Allen ISD / Methodist HGE!*

3. Proposers must submit with their proposal a list of at least five (5) current references.

*See Attached*

References should include a contact name, email address and telephone number for jobs/contracts in the Public and/or Private Sectors that are equal to the size and complexity of the City of Allen's requirements, provided herein.

**PROPOSAL RESPONSE DOCUMENTS/ PROPOSAL FORMAT AND CONTENT**

The City of Allen discourages lengthy and costly proposals, however, for the City to evaluate proposals fairly and completely, proposers should follow the format set out herein and provide the information requested.

In order to be considered responsive, the Proposer shall submit with their Proposal, such documentation as is necessary or required to attest to the company's capabilities and qualifications to perform the work as specified and all aspects of this contract in a competent manner. RFP responses shall be submitted professionally to include clearly identifiable sections, in the same order for each section as required. Also, include the RFP Pricing.

**EVALUATION PROCESS AND SELECTION CRITERIA**

The objective of the evaluation process is to identify and select the proposer that best satisfies the requirements of the City of Allen. The City of Allen's staff that will be responsible for these services will evaluate all proposals received by the submission deadline. The evaluation committee will review, rate and rank each proposal in accordance with the weighted ranking criteria contained in this document. RFP responses shall remain confidential until the contract has successfully been awarded.

If deemed necessary to the evaluation process, the City reserves the right to conduct presentations and/or interviews with proposers at no cost to the City.

There are 100 possible points for this proposal evaluation, broken out as follows:

PRICE	25 points
TIMELINE FOR PROJECT COMPLETION	25 points
REFERENCES	25 points
PROPOSER QUALIFICATIONS & EXPERIENCE	25 points

**SECTION V  
PRICING**

The following sections are taken direction from the PDF document titled "Scope of Work and Roof Report Summary (2021-12-33)," which is also included on the eBid website. This document includes detailed explanations of the work to be completed, as well as the materials needed for project completion.

<b>SECTION TITLE</b>	<b>PRICE</b>
Rough Carpentry (pages 14-16)	\$ <u>16,000</u>
Roof Board Insulation (pages 17-20)	\$ <u>180,384</u>
Modified Bituminous Membrane Roofing (pages 21-35)	\$ <u>77,307</u>
Sheet Metal Flashing and Trim (pages 36-39)	\$ <u>41,654</u>
Elastometric Acrylic Wall Coating (pages 40-44)	\$ <u>46,500</u>
<u>Mechanical-Electrical-Plumbing</u>	\$ <u>116,480</u>
<b>Project Total Cost</b>	\$ <u>478,525.00</u>
Contractor's Anticipated Project Start Date	July 1, 2021
Contractor's Anticipated Project End Date	OCTOBER 10, 2021
<b>Total Number of Days Proposed</b>	<u>100</u>

\$ 478,525.00 Dollars

Four hundred seventy eight thousand five hundred twenty five

five dollars

**PROPOSAL ENDORSEMENT**

The undersigned, in submitting this bid proposal and their endorsement of same, represents that they are authorized to obligate their firm, that they have read this entire bid proposal package, is aware of the covenants contained herein and will abide by and adhere to the expressed requirements.

PROHIBITION OF BOYCOTT ISRAEL Vendor verifies that it does not Boycott Israel, and agrees that during the term of this Contract will not Boycott Israel as that term is defined in Texas Government Code Section 808.001, as amended. Effective September 1, 2019, this section does not apply if the Vendor is a sole proprietor, a non-profit entity or a governmental entity; and only applies if: (i) the Vendor has ten (10) or more fulltime employees and (ii) this Contract has a value of \$100,000.00 or more to be paid under the terms of this Contract.

Submittals will be considered as being responsive only if entire Bid Package plus any/all attachments is returned with all blanks filled in.

SUBMITTED BY: Heritage One Roofing, Inc / Scott Riddle

(OFFICIAL Firm Name) \_\_\_\_\_

By: W Scott Riddle  
(Original Signature) **Must be signed to be considered responsive**

W. Scott Riddle  
(Typed or Printed Name) \_\_\_\_\_

(Title) Administrator (Date) 5/6/21

Remittance Address:  
3217 Halifax  
Dallas, TX 75247  
(Zip Code)

Phone #: 214 353-8560

Fax #: 214 353-8030

E-Mail Address: scott r@heritageonerroofing.com

If an addendum is issued for this bid, please acknowledge receipt.

- ADDENDA/AMENDMENTS:**
- 1) Date acknowledged 5/4/2021
  - 2) Date acknowledged 5/4/2021
  - 3) Date acknowledged \_\_\_\_\_