

TARRANT COUNTY HOSPITAL DISTRICT d/b/a JPS HEALTH NETWORK

<p>REQUEST FOR QUALIFICATIONS #22-0819 DESIGN SERVICES - PAVILION NORTH EXPANSION</p>
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The Tarrant County Hospital District d/b/a JPS Health Network (the “District”) is seeking proposals for the provision of Design Services for the Pavilion North Expansion for the District.

The District will reject any proposal that fails to comply in all respects with the instructions set forth herein for responding to this Solicitation. **NO EXCEPTIONS WILL BE MADE**, even if you are a current or prior vendor for the District. The contract awarded, if any, under and pursuant to this Solicitation shall supersede any previous contract, bid, or GPO agreement for the products or services described herein.

Release Date: 07-26-2022

Response Deadline: 08-19-2022, 2:00 p.m. CST

I. OVERVIEW

A. INTRODUCTION AND OVERVIEW

The District desires to award a contract or contracts based upon vendor proposals (“Solicitation Response(s)”) to this Solicitation (“Solicitation”). The District is soliciting vendor proposals from vendors capable of supplying the District with **Design Services for the Pavilion Parking Garage Expansion** (the “Service(s)”), as set forth and specified herein (See **Section II below, BUSINESS REQUIREMENTS**, attached hereto and incorporated herein for all purposes). All Solicitation Responses must be delivered to the District by the date and time, and in the manner specified in **Section I.B** hereof to be considered an Solicitation Response by the District. It is the sole responsibility of the vendor submitting a Solicitation Response (“Respondent”) to ensure that its Solicitation Response is delivered to the proper location on time and in the manner set forth herein.

A Solicitation Response does not commit the District to accept such Solicitation Response or to award a contract based on any Solicitation Response (“Contract Award”) merely because a Solicitation Response may propose the lowest price for the Services. The District expressly reserves the right to base any Contract Award hereunder upon its evaluation of all relevant factors regarding the vendor, including, but not limited to, Service pricing and terms, management experience and expertise, industry reputation and profile, performance history, support services, location and accessibility, and any other information relevant to its evaluation. Qualifications and omissions will be taken into account when evaluating vendor solicitation responses. A Solicitation Response that does not meet the minimum requirements set forth in Section II below, *BUSINESS REQUIREMENTS*, will be disqualified.

This Solicitation is not an order and does not commit the District to pay for any costs incurred by the prospective vendor in the preparation or submission of the Solicitation or in the procurement of the Service. Service quantity estimates used herein may or may not reflect actual quantities needed or used by the District in the future, and do not commit the District to order specific Service quantities. Any Solicitation Response accompanied by terms and conditions that conflict with this Solicitation may be rejected by the District.

The District reserves the right to reject any or all Solicitation Responses and to issue a Contract Award or not to issue a Contract Award based solely on the Solicitation Responses received by the District in response to this Solicitation. However, prior to making any award hereunder, the District also reserves the right to engage in additional discussions with one or more of the vendors responding to this Solicitation.

Any prospective Respondent may request an explanation or interpretation of any portion of this Solicitation by complying with the request procedure described in Section I.C.2 below. The responses, if any, of the District to such requests are subject to and will be in the form of amendment to the Solicitation and will comply with the provisions of Section I.C.2 below. The District may elect not to respond to any or all such requests received from prospective Respondents.

Prior to the District’s consideration of a Respondent’s Solicitation Response each Respondent is required to register as a vendor in the District’s online “JPS Procurement System” (located on the District’s Website at: <https://jpshealth.gob2g.com>).

MINORITY, WOMAN, AND VETERAN OWNED BUSINESS ENTERPRISE PARTICIPATION

The District maintains a policy of encouraging and engaging in business transactions with vendors who qualify and are certified under applicable law as Minority, Woman, and Veteran Owned Business Enterprises (“MWVBES”). The District establishes a **25%** good faith target goal. The District also encourages its vendors to utilize subcontractors and vendors who qualify and are certified under applicable law as MWVBES. MWVBE Respondents are also strongly encouraged to subcontract to other MWVBES to expand MWVBE participation beyond Respondent’s own self-performance. MWVBE Respondents

should identify and list MWVBE subcontractors and other relevant information under the appropriate Solicitation Response section(s) and on the Good Faith Form (Exhibit G). Prior to the Contract Award, a Respondent's good faith efforts to utilize MWVBE subcontractors and vendors in its business transactions shall be part of the criteria under which the vendor proposals will be considered. Each Respondent will be required to show in its Solicitation Response its efforts to utilize MWVBE subcontractors and vendors in its business transactions.

COMPLIANCE WITH TEXAS GOVERNMENT CODE SECTION 2252.908

Texas Government Code Section 2252.908 ("Section 2252.908") states that a governmental entity or state agency ***may not*** enter into certain contracts with a business entity unless the business entity submits Form 1295, a disclosure of interested parties, to the governmental entity or state agency ***at the time the business entity submits the signed contract to the governmental entity or state agency***. Section 2252.908 applies to all contracts entered into from and after January 1, 2016 between business entities and Texas governmental entities and state agencies which meet either one of the following criteria:

1. the contract requires a vote of the governing body of the Texas governmental entity, or
2. the contract has a contractual value of at least \$1 Million.

The Texas Ethics Commission has adopted a Certificate of Interested Parties form ("Form 1295") and has made it available on the TEC website.

In 2017 Section 2252.908 was amended to provide that the requirements of Section 2252.908 do not apply to the following contracts entered into or amended after January 1, 2018:

1. a contract with a publicly traded business entity, including a wholly owned subsidiary of the business entity;
2. a contract with an electric utility, as that term is defined by Section 31.002, Texas Utilities Code; or
3. a contract with a gas utility, as that term is defined by Section 121.001, Texas Utilities Code.

In the event a Contract Award is issued pursuant to this Solicitation, the Respondent receiving the Contract Award shall be required to comply with the provisions of Section 2252.908, Texas Government Code, and the Chapter 46 Rules of the TEC, prior to entry into a contract with the District. The TEC has posted a video tutorial to its website for business entity filings of Form 1295. The TEC video provides step-by-step tutorials for creating login accounts for the business entity for completing and filing Form 1295. The TEC video tutorials can be viewed on its website at:

https://www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm

The TEC's FAQs are posted on its website at:

https://www.ethics.state.tx.us/resources/FAQs/FAQ_Form1295.php

COMPLIANCE WITH TEXAS GOVERNMENT CODE CH. 2271 (Boycott of Israel Prohibited)

In 2017 Texas Government Code Section [2271.001](#) et seq. was enacted to provide that a Texas governmental entity is prohibited from entering into a contract with a company unless the contract contains a written verification by the company that (i) the company does not boycott Israel, and (ii) the company will not boycott Israel during the term of the contract. The requirement was modified in 2019 to apply only to contracts with a value of \$100,000 or more that are made with a company (not including sole proprietorships) with 10 or more full-time employees. The term "boycott Israel" is defined in Section [808.001\(1\)](#) of the Texas Government Code and means refusing to deal with, terminating business activities with, or otherwise taking any action that is intended to penalize, inflict harm on, or limit commercial relationships specifically with Israel, or with a person or entity doing business in Israel or in an Israel-controlled territory, but does not include an action made for ordinary business purposes. Respondents are

hereby notified that respect to any Contract Award the vendor shall comply with the Texas Government Code Section 2271.001 et seq. verification requirements, the failure or refusal of which shall result in the withdrawal of the Contract Award. **Respondents should ensure they and their affiliates do not appear on the Texas Comptroller's [List of Companies that Boycott Israel](#).**

COMPLIANCE WITH TEXAS GOVERNMENT CODE SECTIONS 2252.151 et seq. (Scrutinized Business Operations in Sudan, Iran, or with Designated Foreign Terrorist Organizations Prohibited)

In 2017 Texas Government Code Chapter 2252 was amended by adding Sections [2252.151](#) et seq. to provide that a Texas governmental entity is prohibited from entering into a contract with a company that engages in certain scrutinized business operations in Sudan, Iran, or with foreign terrorist organizations. “Scrutinized business operations in Sudan” is defined in Section [2270.0052](#) of the Texas Government Code. “Scrutinized business operations in Iran” is defined in Section [2270.0102](#) of the Texas Government Code. “Scrutinized business operations with designated foreign terrorist organizations” is defined in Section [2270.0152](#) of the Texas Government Code. **Respondents should ensure that they and their affiliates do not appear on the Texas Comptroller's [Scrutinized Companies Lists](#). The District is [prohibited by law](#) from entering into a contract with a company on such a list (including a company with any affiliate on the list).**

COMPLIANCE WITH TEXAS GOVERNMENT CODE CH. 2274 (Boycott of Certain Energy Companies Prohibited)

In 2021, Texas Government Code Chapter [2274](#) (added by 87th Legislature, S.B. 13) was enacted to provide that a Texas governmental entity is prohibited from entering into a contract with a company unless the contract contains a written verification by the company that (i) the company does not boycott energy companies, and (ii) the company will not boycott energy companies during the term of the contract. The requirement applies only to contracts with a value of \$100,000 or more that are made with a company (not including sole proprietorships) with 10 or more full-time employees. The term “boycott energy company” is defined in Section [809.001\(1\)](#) of the Texas Government Code and means, without an ordinary business purpose, refusing to deal with, terminating business activities with, or otherwise taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations with a company because the company: (A) engages in the exploration, production, utilization, transportation, sale, or manufacturing of fossil fuel-based energy and does not commit or pledge to meet environmental standards beyond applicable federal and state law; or (B) does business with a company described by subsection (A). Respondents are hereby notified that respect to any Contract Award the vendor shall comply with the Texas Government Code Section [2274.002](#) (added by 87th Legislature, S.B. 13) et seq. verification requirements, the failure or refusal of which shall result in the withdrawal of the Contract Award.

COMPLIANCE WITH TEXAS GOVERNMENT CODE CH. 2274 (Discrimination Against Firearm Entities or Firearm Trade Associations Prohibited)

In 2021, Texas Government Code Chapter [2274](#) (added by 87th Legislature, S.B. 19) was enacted to provide that a Texas governmental entity is prohibited from entering into a contract with a company unless the contract contains a written verification by the company that (i) the company does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association, and (ii) the company will not discriminate against a firearm entity or firearm trade association during the term of the contract. The requirement applies only to contracts with a value of \$100,000 or more that are made with a company (not including sole proprietorships) with 10 or more full-time employees. The requirement does not apply to sole source contracts or competitive solicitations-related contracts where no respondent can provide the verification required. (See Sec. [2274.002\(c\)](#)). The term “discriminate against a firearm entity or firearm trade association” is defined in Texas Government Code Section [2274.001\(3\)](#) (added by 87th Legislature, S.B. 19) and means, with respect to the entity or association, to: (i) refuse to engage in the trade of any goods or services with the entity or association based solely on its status as a firearm entity or firearm

trade association; (ii) refrain from continuing an existing business relationship with the entity or association based solely on its status as a firearm entity or firearm trade association; or (iii) terminate an existing business relationship with the entity or association based solely on its status as a firearm entity or firearm trade association; the term *does not include*: (i) the established policies of a merchant, retail seller, or platform that restrict or prohibit the listing or selling of ammunition, firearms, or firearm accessories; and (ii) a company's refusal to engage in the trade of any goods or services, decision to refrain from continuing an existing business relationship, or decision to terminate an existing business relationship: (aa) to comply with federal, state, or local law, policy, or regulations or a directive by a regulatory agency; or (bb) for any traditional business reason that is specific to the customer or potential customer and not based solely on an entity's or association's status as a firearm entity or firearm trade association. Respondents are hereby notified that respect to any Contract Award the vendor shall comply with the Texas Government Code Section [2274.002](#) (added by 87th Legislature, S.B. 19) et seq. verification requirements, the failure or refusal of which shall result in the withdrawal of the Contract Award.

TEXAS PUBLIC INFORMATION ACT

Each Respondent acknowledges that the District is a governmental body operating under and subject to the provisions of the Texas Public Information Act ("TPIA") (Chapter 552 of the Texas Government Code) and thereby acknowledges that information that is collected, assembled, or maintained in connection with the transaction of official business by a governmental body is considered public information potentially subject to disclosure pursuant to a valid TPIA request. Respondent retains full responsibility and all costs for challenging any requests for information it considers confidential under the TPIA. **Respondents should consult the Attorney General's website (www.texasattorneygeneral.gov) for information concerning the application of the provisions of the TPIA to proposals and proprietary vendor information.**

B. SOLICITATION RESPONSE REQUIREMENTS, CONDITIONS AND RELATED INFORMATION

1. Preparation of Solicitation Response.

- a. Each Respondent should carefully examine and familiarize itself with this Solicitation and all exhibits, drawings, specifications, and instructions regarding the Services included in this Solicitation (collectively, the "Solicitation Documents"). Each Respondent, by submitting a Solicitation Proposal, represents that Respondent has read and understands this Solicitation and the drawings, exhibits attached to this Solicitation.
- b. Each Solicitation Response shall be fully completed, shall contain all the information required from the Respondent by this Solicitation, including the Vendor Certification Form attached hereto as **Exhibit D** ("Required Information"), and shall be signed and executed, on the Signature Form attached hereto as **Exhibit B** by an officer or other authorized representative of the Respondent. Each page of a Solicitation Response shall contain the company name of the Respondent. A Respondent's failure to provide any of the Required Information in its Solicitation Response, or the failure of the Solicitation Response to contain the signature of Respondent's officer or other duly authorized representative, may result in the District's disqualification of such Solicitation Response. The Required Information shall include detailed information regarding the Respondent's historical efforts (for the last year) to utilize MWVBE subcontractors and vendors in its prior business transactions and shall include such detailed information in its Solicitation Response.
- c. Each Respondent shall be responsible for and shall bear all costs for the preparation and presentation of its Solicitation Response. Unless otherwise designated by Respondent and agreed by the District, the Solicitation Response and all drawings, materials, supporting documentation,

manuals, etc. submitted with any Solicitation Response (“Submitted Materials”) will, immediately upon submission, become the property of the District. After the date upon which the final vendor is selected (See Section I.C.1 below) Respondents may request the return of the Submitted Materials. However, all costs associated with returning the Submitted Materials to a Respondent shall be born and paid in advance by the Respondent.

- d. The District does not guarantee the confidentiality of any Submitted Materials. Each Respondent, by submitting a Solicitation Response, acknowledges and agrees that any Submitted Materials will be distributed or made available to appropriate District personnel and consultants involved in this Solicitation process, and further understand that the Submitted Materials may be subject to disclosure pursuant to the TPIA. Information considered proprietary by a Respondent should be clearly marked “Proprietary” when submitted with a Solicitation Response.
- e. The District reserves the right to modify and/or supplement this Solicitation by amendment issued by the District prior to the date and time of the Response Deadline (defined herein). Any such amendments will be posted on-line prior to the Response Deadline at the same District internet site where this Solicitation is kept available for solicitation of Solicitation Responses. It is the responsibility of each Respondent to check that internet site frequently to determine if any amendments have been issued.
- f. The District reserves the right to withdraw this Solicitation, at its sole discretion, from any or all prospective vendors and Respondents at any time, before or after the Response Deadline. The withdrawal, if ever, of this Solicitation shall be effective upon the District’s issuance of written notice posted on-line at the same District internet site where this Solicitation is kept available for solicitation of Solicitation Responses, which notice may also be sent by the District to the prospective Respondents in any manner deemed reasonable by the District.

2. Form of Contract.

Any Respondent awarded a contract with the District for the purchase and sale of the products and/or services pursuant to this Solicitation shall be required to execute an agreement between the Respondent and the District which shall in all material respects contain the terms and conditions set forth in **Exhibit C** (Contract Terms), which is attached hereto and incorporated herein for all purposes. The District will not agree to change the Contract Terms except under unusual circumstances approved in the sole discretion of the District and its legal counsel. The District will entertain changes to the Contract Terms to the limited extent required to conform the unique terms of the Solicitation Response to the Contract Terms (e.g., unique payment provisions, terms and conditions). The District reserves the right to approve or reject any proposed changes to the Contract Terms submitted by Respondents.

IF ANY RESPONDENT PROPOSES CHANGES TO THE CONTRACT TERMS THE RESPONDENT MUST DO SO BY PROVIDING A REDLINE IN RESPONSE TO EXHIBIT F, THE *VENDOR’S PROPOSED REVISIONS* SHOWING ALL PROPOSED EXCEPTIONS, ADDITIONS, DELETIONS AND/OR REVISIONS TO THE REQUIRED CONTRACT TERMS. A RESPONDENT’S ATTEMPT TO PROVIDE ITS PROPOSED EXCEPTIONS, ADDITIONS, DELETIONS AND/OR REVISIONS IN ANY MANNER OTHER THAN AS INSTRUCTED MAY RESULT IN THE DISTRICT’S REJECTION OF THE RESPONSE WITHOUT FURTHER EXAMINATION.

Respondents may not request additional changes to the Contract Terms after the Solicitation Response has been submitted to the District, nor will the District agree to negotiate any requested changes to the Contract

Terms which are not included with the Solicitation Response in the manner and form set forth above in this section I.B.2 and in Exhibit F.

3. Submission of Solicitation Responses.

a. All Solicitation Responses shall be submitted to the District as follows:

(i) **Ten (10) bound paper copies, and one (1) electronic copy of the RFQ Response.** The electronic copy must be an accurate replication of the Respondent's original RFQ Response, and must be submitted in a format that preserves the original graphic appearance, such as portable document format (PDF) or other digital image format that is platform-independent and easily readable without purchased software. The **electronic copy** of the RFQ Response should be submitted on a universally recognizable removable storage drive such as a **USB flash drive**. If you submit a redline in response to Exhibit F, you must provide an editable, unlocked/unsecured version of the redline with your Solicitation Response (preferably in track changes).

(ii) RFQ Responses shall be addressed to:

**JPS Health Network
Ins & Document/Contract Management Department
JPS Professional Office Complex
1350 S. Main St., Suite 1350 (1st floor)
Fort Worth, Texas 76104
Attention: Troy Willis, Executive Director
RFQ 22-0819 Design Consulting Services – Pavilion North Expansion
Response Deadline: 03-18-2022, 2:00 p.m. CST**

(The Ins & Document/Contract Management Department is located in JPS Professional Office Complex 1350 at the corner of S. Main and W. Magnolia streets.)

***No weekend delivery**

Note: Please do not use the US Mail as a source of delivery due to the fact mail is delivered to the JPS Mailroom first then delivered to the departments which can take up to two days for delivery, therefore your RFQ response may arrive late.

(iii) An attempted award will be deemed invalid if the Respondent, upon award of a contract (if ever), is not registered with **JPS Vendor Portal** (<https://jpshealth.gob2g.com/>) or is not in compliance with the District's requirements for vendor credentialing.

(iv) Unless otherwise expressly provided in this Solicitation or in any amendment to this Solicitation, no Respondent shall modify or cancel the Solicitation Response or any part thereof for thirty (30) days after the Response Deadline. Respondents may withdraw Solicitation Proposals at any time before the Solicitation Proposals are opened by the District, but may not resubmit them. No Solicitation Proposal may be withdrawn or modified after the Solicitation Proposal deadline

(v) Solicitation Proposals will not be considered if they show any omissions, alterations of required forms, additions or conditions not requested or irregularities of any kind. However, the District reserves the right to waive any irregularities and to make the award in the best interest of the District.

(vi) The Respondent acknowledges the right of the District to reject any or all Solicitation Responses and to waive any informality or irregularity in any Solicitation Response received. In addition, the District reserves the right to reject any Solicitation Response if the Respondent failed to submit the data, information or documents required by this Solicitation, or if the Solicitation Proposal is any way incomplete or irregular.

(vii) Failure to follow the instructions regarding the submission of Solicitation Responses may result in the District’s disqualification of such Solicitation Responses.

- b. Solicitation Responses are due on or before **08-19-2022, 2:00 p.m. CST (“Response Deadline”)**. The Response Deadline may be extended by the District upon amendment to this Solicitation issued prior to the then-existing Response Deadline. Solicitation Responses are not scheduled for public opening. No telephone, telephonic, or FAX Solicitation Responses will be accepted. The District will not be responsible for missing, lost, or late deliveries. **Solicitation Proposals delivered after the Response Deadline will not be accepted or considered under any circumstances.**
- c. Each Solicitation Response shall contain the completed form entitled, “Vendor Certification Form” set forth on **Exhibit D** which is attached hereto and incorporated herein for all purposes.
- d. Each Solicitation Response shall contain the completed form entitled “Conflict of Interest Questionnaire” set forth on **Exhibit E** which is attached hereto and incorporated herein for all purposes, and shall return the Conflict of Interest Questionnaire with its Solicitation Response.

C. SOLICITATION SCHEDULE AND RELATED INFORMATION

1. Estimated Schedule

Milestone	Date
Solicitation Issued	07-26-2022
Pre-Proposal Conference	08-02-2022, 9:00 a.m. CST
Deadline for Questions Submitted by Respondents	08-05-2022, 12:00 p.m. CST
Addendum Issue	08-10-2022
Response Deadline	08-19-2022, 2:00 p.m. CST
Solicitation Evaluation Period	TBD

a. Pre-Proposal Conference. Pre-Proposal Conference will be conducted via Zoom.

To register for this webinar, click the link below:

https://zoom.us/webinar/register/WN_3E1LsRFjTICsvxa_9I4JKQ

After registering, you will receive a confirmation email containing information about joining the webinar.

b. Milestone Dates. Milestone Dates are estimated for planning purposes only and are subject to change.

2. District Solicitation Contact

Respondents may, in the manner prescribed herein, present requests (“Submission Questions”) for an explanation, clarification or interpretation of the BUSINESS REQUIREMENTS in this Solicitation and/or other requirements for submission of Solicitation Responses to the Solicitation Contact identified below during the proposal submission period. All Submission Questions must be submitted in writing and emailed to the Solicitation Contact, at the email address set forth below, and must reference the appropriate pages and sections number of this Solicitation that are the subject of such Submission Questions. The final date and time to submit Submission Questions is **08-05-2022, 12:00 p.m. Central Time. NO PHONE CALLS PLEASE.** Confirmation of the delivery of Submission Questions to the District is the sole responsibility of the Respondent. The District may, in its sole discretion, elect not to answer or respond to any or all Submission Questions it receives, and the failure of refusal of the District to answer or respond to any Submission Question will not affect, in any way, this Solicitation. Submission Questions may be informally addressed during the Pre-Proposal Conference; provided, however, that no answer or response to any Submission Question by any representative of the District shall be effective unless and until it is issued by the District in writing in the form of one or more addenda to the Solicitation, and has been posted to the District’s Solicitation website link prior to the Response Deadline. It is the responsibility of each Respondent to check the website for all addenda to the Solicitation up to the Response Deadline. Prospective vendors are advised that no District employee other than the Solicitation Contact is empowered to make binding statements regarding this Solicitation, and no statements, clarifications, or corrections regarding this Solicitation are valid or binding on the District except those issued in writing by the Solicitation Contact as addenda to the Solicitation.

Contact between Respondents and the District, other than in the manner described and set forth in this Section I.C.2, during the Solicitation Response submission period or evaluation period is prohibited. Any attempt by a Respondent to engage in prohibited contact with the District or the Solicitation Contact may result in disqualification of its Solicitation Response.

The Solicitation Contact is:

Troy Willis, Executive Director
Contract Management Department
JPS Health Network
JPS Professional Office Complex
1350 S. Main St., Ste. 1350 (1st floor)
Fort Worth, TX 76104
Email: Bid_Submissions@jpshealth.org
District’s Solicitation website link: <https://www.jpshealthnet.org/vendors/open-rfprsfrbfrfq>

II. BUSINESS REQUIREMENTS

A. INTRODUCTION

The District is requesting service proposals from a design team for programming, schematic design, design development, construction documents, bidding, construction administration, and post construction services.

B. BACKGROUND

Tarrant County Hospital District d/b/a JPS Health Network, Tarrant County’s public healthcare provider, is a tax-supported entity and includes John Peter Smith Hospital, JPS Surgical Center, a network of community and school-based health centers, and psychiatric services. A Level I Trauma Center, the District

is licensed for 582 beds with over 1 million patient encounters per year. The District has the only Psychiatric Emergency Center in Tarrant County and an inpatient psychiatric hospital for adolescents and adults. With more than 25 primary and specialty health centers, the District serves patients throughout the community. The District has a Level III NICU where more than 4,300 babies are born each year. As a Comprehensive Level I Stroke Center and an AMI Certified facility by The Joint Commission, the District provides the best possible care for heart attack and stroke patients. An academic medical center, the District has 17 residency and fellowship programs, including one of the nation's largest Family Medicine residency programs. The District takes pride in teaching the best and brightest from around the world and offers programs in several different specialties.

C. PROJECT SCOPE

Refer to Exhibit A for project scope.

D. SELECTION AND EVALUATION PROCESS

Selection Process

The Solicitation Contact shall designate an evaluation committee ("Evaluation Committee"). The District reserves the right to add, delete or substitute members of the Evaluation Committee as it deems necessary. The Evaluation Committee will narrow the field of submitted Solicitation responses to those which best meet the requirements of this Solicitation and which best meet the complete needs of the District. Each such Solicitation Response will then be evaluated according to the criteria set forth herein.

Evaluation Criteria Specific to This Solicitation

The Evaluation Committee will conduct a comprehensive, fair, and impartial evaluation of all proposals received in response to this Solicitation. The evaluation of Solicitation Responses will involve scoring each Solicitation Response in the areas listed and set forth below in Section E (Evaluation Factors). The District's evaluation of the Solicitation Responses will be based upon each Respondent's response to the evaluation factors stated in this Solicitation. Any Respondent's failure to provide complete and full responses to the requested information may lead to disqualification of such Solicitation Response.

E. EVALUATION FACTORS

In determining how to award a contract or contracts in conjunction with the Solicitation, the District may consider the following:

1. Qualifications of the firm
2. Key project personnel
3. Project approach
4. Relevant project experience
5. Diversity Enterprise Participation – the utilization of minority, woman, and veteran-owned businesses.

F. SOLICITATION RESPONSE CONTENT

The following information must be provided and in the exact order listed below. Submittals should be arranged in the following format, with tabs for each major heading.

1. Executive Summary (Limit: one single sided page)

Provide an executive summary of your overall RFQ response.

2. Statement of Qualifications

Provide a statement of qualifications for each firm (including any subconsultants) proposed in providing services for this project (limit to one page per firm). Please provide the following information for each firm proposed:

- a) Firm Name
- b) Number of Years in Business
- c) Number of Years Relevant Experience
- d) Scope of Services Offered
- e) Principal Office Location
- f) Location of Office Performing the Work
- g) Number of Staff by Discipline

3. Key Project Personnel

- a) Provide an organizational chart of the proposed team including the firm's top representative who is responsible for the project team and the work quality, with specific project roles for each individual proposed.
- b) Provide a resume for each key team member (include sub-consultant resumes) including the following information: (Limit: one single sided page per resume).
 1. Name
 2. Firm Name
 3. Number of Years with Firm
 4. Number of Years Experience
 5. Education
 6. Project Assignment/Role Description/ Relevant Experience
 7. Previous Experience within the Role Proposed
 8. Project References – (Maximum 3 Projects)
 - 1.1 Project name:
 - 1.2 Project description:
 - 1.3 Project start and completion (Month/Year)
 - 1.4 Project size:
 - 1.5 Current project status:
 - 1.6 Project budget and actual cost: (Provide a range if this information is confidential for the Owner.) This information is required.
 - 1.7 Client reference: (include name, title, address, and current contact information (phone number and email address)).

4. Project Approach

Describe your firms approach with regards to:

- a) Design Process: Describe your general approach to the design process including:
 - i. Firm's project approach philosophy.
 - ii. Approach to identify project goals.
 - iii. Approach to analyzing current state and development of future state model, including operation and process improvement.
 - iv. Approach to facility assessment & analysis (site, infrastructure, and department assessments)
 - v. Approach to near term and long-term phasing.
- b) Communications. Describe how your firm coordinates with the Owner and its consultants throughout the projects.

- c) Client Services. Describe your firm's approach for how its team members exceed their client's expectations.
- d) Quality Assurance. Describe your firm's quality assurance program, explaining the methods the firm uses to maintain quality control of the work. Provide specific examples indicating how these methods and procedures have been employed and were proven successful.
- e) Prompt Service Delivery. Describe how the firm meets established deadlines on a consistent basis while achieving excellent performance. Provide specific examples.
- f) Overcoming Challenges. Describe any challenges the firm anticipates in providing the services requested within this RFQ and your firm's approach to mitigate.

5. Relevant Project Experience

Identify a maximum of three (3) of the most recent projects similar to the scope of services proposed within this RFQ, beginning with those closest to the Tarrant County geographic region in which your firm has provided services. The following information is requested for each project: (Limit: one single sided page per project).

- a) Facility Name and address
- b) Project description (identify major elements of projects and/or unique features and, if a parking garage, whether it was a new parking garage or an addition to an existing parking garage)
- c) Project size
- d) Project start and completion (Month/Year)
- e) Lessons and best practices learned
- f) Client reference (name, title, email address, and current telephone numbers)
- g) Identify proposed team member(s) who worked on these listed projects.

6. Diversity Enterprise Participation

Provide a discussion on how the Respondent intends to meet the District's goal of 25% MWVBE participation for the scope/specifications of this Solicitation. Discuss any MWVBE management partners the Respondent plans to team with to provide the scope/specifications. (Maximum 1 page)

The District strongly encourages the utilization of minority, woman and veteran businesses.

- A. Submit certificate if Respondent is a certified MWVBE (**do not submit an expired certificate**).
- B. Communication Outreach – Attach the written notification of the subcontracting opportunity and list of three agencies and /or organizations notified regarding the interest in MWVBE participation in this contract; and
- C. Plan of Action – List the subcontractors selected for participation, their certification, and approximate dollar value of the work to be subcontracted and the expected percentage of the total contract amount.

7. Required Forms

- a) Exhibit B: Signature Form
- b) Exhibit D: Vendor Certification Form
- c) Exhibit E: Conflict of Interest Questionnaire
- d) Exhibit F: Vendor Proposed Revisions (include an editable unlocked/unsecured redline in track changes if proposing changes to Exhibit C, Contract Terms)
- e) Exhibit G: JPS Supplier Diversity: Good Faith Form

G. EVALUATION CRITERIA SCORE SHEET

EVALUATION CRITERIA	Possible Points	Vendor Score
THIS SECTION WILL BE SCORED BY THE EVALUATION COMMITTEE		
1. Statement of Qualifications	15	
2. Key Project Personnel	25	
3. Project Approach	20	
4. Relevant Project Experience	25	
THIS SECTION WILL BE SCORED BY DIVERSITY & INCLUSION DEPARTMENT		
5. Minority, Woman, and Veteran-Owned Business Enterprise Participation. This is worth 15 points . If the Respondent is a Certified MWVBE , skip B and C; if not , complete B and C. The breakdown is as follows:		
A. Respondent is a certified MWVBE.	15	
OR		
B. Communication Outreach – Attach the written notification of the subcontracting opportunity and list of three agencies and/or organizations notified regarding the interest in MWVBE participation in this contract; AND	5	
C. Plan of Action – List the subcontractors selected for participation, their certification, and approximate dollar value of the work to be subcontracted and the expected percentage of the total contract amount.	10	
MAXIMUM TOTAL POSSIBLE POINTS		100
Company Name: _____		
Evaluator ID: _____		
RFQ #22-0819 DESIGN SERVICES - PAVILION NORTH EXPANSION		

Exhibit “A”

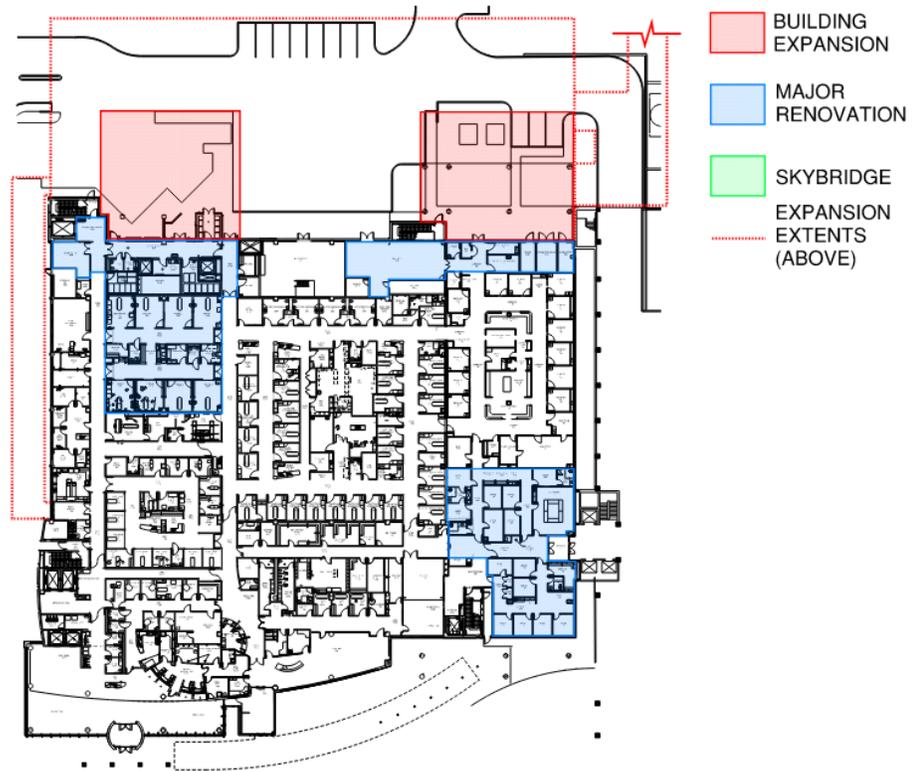
Service Specifications

The District requires the services of A/E Services for programming, schematic design, design development, construction documents, and construction administration. The anticipated scope may include but is not limited to:

1. A multi-phased approach to maintain existing operations to the departments listed below will be required.
2. Expand/renovate the 1st floor Emergency Department including:
 - a. Ambulance drive will be reconfigured to maintain operation during construction.
 - b. Relocation of Trauma Services into New Building Expansion
 - c. New Building Expansion for additional ED treatment rooms.
 - d. Renovation of Existing Trauma Bays to increase the number of ED treatment rooms.
 - e. Renovation of Administrative space to create additional Behavioral Health treatment rooms.
 - f. Renovation/ relocation of Existing MEP spaces to allow for ED expansion. A standalone Energy Generation Plant will be constructed concurrently (separate project) adjacent to the Pavilion Building to support all MEP needs for the entire campus.
3. Expand/renovate the 2nd floor Surgery Department including:
 - a. Pavilion North expansion will connect the existing Pavilion to the future hospital expansion. Relocation of Interventional Radiology, Cardiac Cath Labs, Electrophysiology Lab, and support space into Pavilion North Expansion.
 - b. Renovation of Existing Intervention Radiology, Cardiac Cath Labs, Electrophysiology Lab, and support space for expansion of Surgical Services, including Hybrid Operating Rooms, as well as a North/South staff support corridor.
 - c. Relocation and/or expansion of the Lower-Level Central Sterile Department.
 - d. A second level skybridge connection to the Energy Generation Plant from the Pavilion North Expansion. This skybridge will house the MEP utilities from the Energy Generation Plant to the Pavilion as well as provide MEP connections to future buildings on the West side of Main Street.
 - e. A second level pedestrian skybridge spanning the entirety of the west face of the Pavilion to connect to the future hospital expansion.

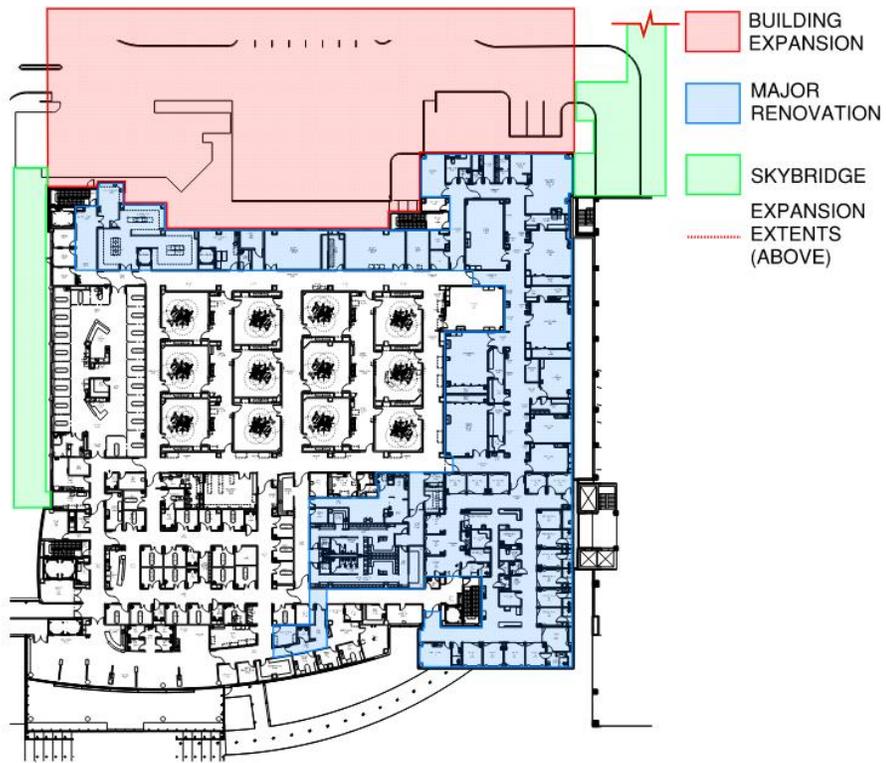


Figure 1 – Location Plan




PCP - LEVEL 01 - FLOOR PLAN -
 JPS DESIGN & CONSTRUCTION DEPARTMENT

Figure 2 – First Floor Scope




PCP - LEVEL 02 - FLOOR PLAN
 JPS DESIGN & CONSTRUCTION DEPARTMENT

Figure 3 - Second Floor Scope

SERVICE REQUIREMENTS

The Requirements of Respondent include A/E Basic Services, BIM Modeling per the owner's BIM execution plan, and As-built documents. The following responsibility matrix outlines the scope of services to be included in the base proposal. The responsibility matrix also outlines what consultants will be provided by the District:

Description	In Base Proposal	Owner's Consultant	Additional Service
Site Investigation Services			
Geotechnical Investigations & Reports		X	
Environmental Surveys, Studies, or Reports		X	
Subsurface Utility Engineering (SUE)		X	
Sprinkler System Consultant			X
Traffic/ Parking Consultant			X
Tree Preservation Consultant			X
Design Services			
Architectural	X		
Interiors	X		
Structural	X		
Mechanical, Electrical, Plumbing	X		
Specifications	X		
As-built Documents	X		
Architectural Renderings	X		
Coordination w/ Owner's Consultants	X		
Low Voltage including Structured Cabling, Antenna Systems, Nurse Call, Security Systems, AV Systems	X		
Civil Engineering	X		
Landscape Design		X	
Specialty Design Services/ Consultants			
Accessibility Consultant	X		
Physicist Calculations & Reports			X
Acoustical & HVAC Vibration Consultant			X
Door Hardware Consultant	X		
Equipment Vibration Consultant			X
Central Sterile Consultant	X		X
Code Consultant	X		
Cost Estimating	X		
FF&E		X	
FF&E Coordination	X		
Wayfinding, Graphic Design, & Signage		X	
Lighting Design Consultant	X		
Waterproofing/ Roofing Consultant		X	
Vertical Transportation Consultant	X		
Planning & Zoning Consultant	X		
Permit Expediter	X		

Exhibit B

Signature Form

Respondent shall signify Respondent's acceptance of and compliance with the requirements, terms, and conditions of this **RFQ #22-0819 DESIGN SERVICES - PAVILION NORTH EXPANSION** by signing in the signature space set forth below.

Respondent warrants that Respondent has examined and is familiar with this Solicitation and its terms and conditions. Respondent warrants that Respondent does not engage in scrutinized business operations in Sudan, Iran or with foreign terrorist organizations, and that Respondent does not appear (nor does any affiliate appear) on any [Texas Comptroller Scrutinized Companies List](#).

Respondent warrants that it has the necessary experience, knowledge, abilities, skills, and resources to satisfactorily finance and complete the products and services in its Solicitation Response.

Respondent certifies that the individual signing this Solicitation Response is authorized to sign such documents on behalf of the Respondent entity and to bind Respondent and is authorized to bind the Respondent in this Solicitation Response.

RESPONDENT AGREES TO DEFEND, INDEMNIFY, AND HOLD HARMLESS THE DISTRICT AND ALL OF ITS OFFICERS, AGENTS AND EMPLOYEES FROM AND AGAINST ALL CLAIMS, ACTIONS, SUITS, DEMANDS, PROCEEDINGS, COSTS, DAMAGES, AND LIABILITIES, ARISING OUT OF CONNECTED WITH, OR RESULTING FROM ANY ACTS OF OMISSIONS OF RESPONDENT OR ANY AGENT, EMPLOYEE, SUBCONTRACTOR, OR SUPPLIER OF RESPONDENT IN THE EXECUTION OR PERFORMANCE OF ANY AGREEMENTS OR OTHER CONTRACTUAL ARRANGEMENTS WHICH MAY RESULT FROM THE SUBMISSION OF THE Solicitation RESPONSE AND/OR THE AWARD OF A CONTRACT THEREON BY THE DISTRICT.

RFQ #22-0819 DESIGN SERVICES – PAVILION NORTH EXPANSION

Respondent (Company) Name: _____

By: _____

Date: _____

Printed Name: _____

Title: _____

Telephone: _____

Email: _____

Exhibit C

Contract Terms

RFQ #22-0819 DESIGN SERVICES - PAVILION NORTH EXPANSION

[AIA B101-2017 – Standard Form of Agreement between Owner and Architect(as modified by Owner)]

Exhibit D Vendor Certification Form

RFQ #22-0819 DESIGN SERVICES - PAVILION NORTH EXPANSION

Instructions:

Vendors doing business with the District are requested to complete this form in its entirety. If you are a Disadvantaged Business Enterprise, the requested information pertains to the owner(s) of the company. This form must be signed and dated by an authorized representative of your company.

Respondent's Name: _____

Years in business under same name: _____ Previous Name: _____

General E-mail Address: _____

Current Address: _____

Sales Rep/Customer Service Name: _____

E-mail Address: _____

Sales Rep/Customer Service Phone#: _____

Fax#: _____

Accounts Receivable Contact Name: _____

Phone # _____ TCHD Account # _____

List your major commodities:

CHECK ALL THAT APPLY WITH RESPECT TO MAJOR COMMODITY:

Supply Equipment Service (List type of service, i.e., temp. agency, surveyor, etc.: _____)

Consultant Distributor Manufacturer Contractor Subcontractor

Approximate dollar volume of business with the District in past twelve (12) months: \$ _____

ETHNICITY OF COMPANY'S AMERICAN OWNERSHIP (PLEASE place an X in the appropriate box:

- ASIAN PACIFIC
- AFRICAN AMERICAN
- CAUCASIAN
- HISPANIC
- NATIVE AMERICAN

OTHER _____
(SPECIFY)

PUBLIC OWN STOCK:
 YES NO

MAJORITY OWNER:
 MALE FEMALE

INCLUDE THE FOLLOWING:

Copy of certificate(s) (State of Texas, North Central Texas Regional Certification Agency (NCTRCA), Historically Underutilized Businesses (HUB), or any agency confirming your business as being a women/minority-owned or small business enterprise.

Signature: _____ *Title:* _____

Print Name: _____ *Date:* _____

Exhibit E

Conflict of Interest Questionnaire

Chapter 176 to the Texas Local Government Code (“Chapter 176”) contains provisions mandating the public disclosure of certain information concerning persons doing business or seeking to do business with the District (“Disclosure Information”). The Disclosure Information relates to affiliations, and business and financial relationships such persons may have with members of the District’s governing body, its officers and certain other high-level District employees. Each Respondent is charged with the responsibility of becoming familiar with the requirements of Chapter 176 and for complying with the applicable provisions thereof.

Each Respondent shall complete the Conflict of Interest Questionnaire set forth below and shall return the completed Conflict of Interest Questionnaire with its Response. A complete copy of Chapter 176 of the Local Government Code may be found at: <https://statutes.capitol.texas.gov/Docs/LG/htm/LG.176.htm>. For easy reference, below are some of the sections cited on this form.

Local Government Code § 176.001(1-a): "Business relationship" means a connection between two or more parties based on commercial activity of one of the parties. The term does not include a connection based on: (A) a transaction that is subject to rate or fee regulation by a federal, state, or local governmental entity or an agency of a federal, state, or local governmental entity; (B) a transaction conducted at a price and subject to terms available to the public; or (C) a purchase or lease of goods or services from a person that is chartered by a state or federal agency and that is subject to regular examination by, and reporting to, that agency.

Local Government Code § 176.003(a)(2)(A) and (B): (a) A local government officer shall file a conflicts disclosure statement with respect to a vendor if: (2) the vendor: (A) has an employment or other business relationship with the local government officer or a family member of the officer that results in the officer or family member receiving taxable income, other than investment income, that exceeds \$2,500 during the 12-month period preceding the date that the officer becomes aware that (i) a contract between the local governmental entity and vendor has been executed; or (ii) the local governmental entity is considering entering into a contract with the vendor; or (B) has given to the local government officer or a family member of the officer one or more gifts that have an aggregate value of more than \$100 in the 12-month period preceding the date the officer becomes aware that: (i) a contract between the local governmental entity and vendor has been executed; or (ii) the local governmental entity is considering entering into a contract with the vendor.

Local Government Code § 176.006(a) and (a-1)

(a) A vendor shall file a completed conflict of interest questionnaire if the vendor has a business relationship with a local governmental entity and: (1) has an employment or other business relationship with a local government officer of that local governmental entity, or a family member of the officer, described by Section 176.003(a)(2)(A); (2) has given a local government officer of that local governmental entity, or a family member of the officer, one or more gifts with the aggregate value specified by Section 176.003(a)(2)(B), excluding any gift described by Section 176.003(a-1); or (3) has a family relationship with a local government officer of that local governmental entity.

(a-1) The completed conflict of interest questionnaire must be filed with the appropriate records administrator not later than the seventh business day after the later of: (1) the date that the vendor: (A) begins discussions or negotiations to enter into a contract with the local governmental entity; or (B) submits to the local governmental entity an application, response to a request for proposals or bids, correspondence, or another writing related to a potential contract with the local governmental entity; or (2) the date the vendor becomes aware: (A) of an employment or other business relationship with a local government officer, or a family member of the officer, described by Subsection (a); (B) that the vendor has given one or more gifts described by Subsection (a); or (C) of a family relationship with a local government officer.

Exhibit F

Vendor's Proposed Revisions

RFQ #22-0819 DESIGN SERVICES - PAVILION NORTH EXPANSION

In submitting a response to this Solicitation, the Respondent agrees to accept the terms and conditions set forth in this Solicitation or incorporated herein by reference. **The successful Respondent will be expected to enter into a contract which contains substantially the same terms and conditions as are included in Exhibit C to this Solicitation.**

If you are proposing any revisions to Exhibit C, the Contract Terms, you **MUST** indicate this below and **provide a redline of your proposed revisions**. The District will only consider those exceptions, additions, deletions or revisions as are set forth by Respondent specifically in response to this Exhibit F. The District may accept or reject your proposed revisions at its sole discretion. No proposed revisions will become effective unless accepted by the District and agreed to in writing and signed by both parties.

The District considers the Respondent to agree to all terms and conditions of the Contract Terms (including Exhibits), unless otherwise indicated herein. Absence of a redline will constitute agreement, and there will be no further negotiations regarding the same. **Respondents submitting redlines must provide an editable unlocked/unsecured version of the redline with their Solicitation Response (preferably in track changes).**

Please note: The District will not agree to indemnify the vendor, limit the vendor's liability, shorten the statute of limitations for any claim, submit to binding arbitration, waive its right to a jury trial, or waive its existing governmental immunity. **DO NOT** include any such provisions in your response, as they will not be accepted.

Respondent *MUST* check the appropriate response below:

Respondent accepts Contract Terms without exception.

OR

Respondent proposes exceptions/modifications to the Contract Terms.



Signature

Printed Name

Title

Date

EXHIBIT G

JPS Supplier Diversity: Good Faith Form

Solicitation # and Name:	RFQ #22-0819 DESIGN SERVICES - PAVILION NORTH EXPANSION
Prime Vendor Name:	
Prime Vendor address:	
Prime Vendor UCM ID:	
Prime Vendor MWVBE Contact Name, Phone and Email:	

1. Is the prime vendor a certified Minority, Woman, or Veteran-owned business enterprise (MWVBE)?
- If yes, please attach your current certification or letter.
- No.

2. **List all participating MWVBE-certified subcontractors and vendors that you commit to use for this contract.** All Respondents, including MWVBE-certified Respondents, are strongly encouraged to subcontract portions of the project to MWVBE-certified subcontractors. Please attach a current certificate or letter for each certified MWVBE subcontractor or vendor. If you are awarded this contract, you **must** use the subcontractors/vendors listed below unless the Supplier Diversity Office approves a change.

(Insert additional rows as needed.)

MWVBE Subcontractor Company Name	Email / Phone	Work Scope Description	Total Contract Value	MWVBE Subcontract Value	MWVBE % of Total Contract

3. If no MWVBE participation is listed above, have you contacted MWVBES regarding participation in this opportunity? Certified MWVBE lists are available on the JPS Vendor portal at <https://jpshealth.gob2g.com/> as well as from other sources. *(You must register on the JPS vendor portal to obtain a user name and password that will allow you to search for certified MWVBE businesses. The JPS vendor portal is a directory of businesses interested in doing business with JPS.)*
- Ex: Support services to participate under the contract*

- If you contacted MWVBES regarding subcontracting for this opportunity, list MWVBE company name(s) and contact information below and attach copies of your correspondence:

MWVBE Subcontractor Company Name	Email / Phone	Work Scope Description	Total Contract Value	MWVBE Subcontract Value	MWVBE % of Total Contract

4. If you are not a MWVBE and do not have a MWVBE subcontractor, please provide a statement regarding steps that your company has taken to demonstrate your commitment to Supplier Diversity: *(Insert additional rows as needed)*

5. Please explain how you plan to identify MWVBE participation on this contract: *(Insert additional rows as needed)*



Name of Vendor (Print)

Vendor Signature

Date

Vendor Phone

**JPS Diversity Administration Reviewer
(Print)**