# Request for Qualifications
# 20RFQ122
# Facility Condition and
# Educational Suitability Assessments

| Date | Event |
|---|---|
| April 16, 2020<br>April 23, 2020 | Advertise/Issue Date |
| April 23, 2020<br>2:00 PM CST | Virtual Pre-proposal conference – Please see additional instructions |
| April 24, 2020<br>5:00PM. CST | Due Date for Vendor Questions |
| April 29, 2020 | Questions and Answers and final addendum posted on Contract & Procurement Services' Website |
| May 5, 2020<br>2:00PM CST | RFQ Due Date and Time – Please see additional submission instructions |
| May 8, 2020<br>5:00PM CST | Step 2 Notifications sent to shortlisted firm(s) |
| May 11, 2020 | Interview(s) with shortlisted firm(s) |
| June 22, 2020 | AISD Board meeting for Review/Approval |

| **Deliver Electronic Proposals to:** | **Contact Person:** |
|---|---|
| sara.hildebrandtgaspar@austinisd.org<br><br>By 2:00PM CST on May 5, 2020<br><br>Using the Subject Line<br>**Submission** | Sara Hildebrandt Gaspar<br>Contract & Procurement Services<br>sara.hildebrandtgaspar@austinisd.org<br><br>**HUB Coordinator Contact**<br>Mefi Penn<br>mefi.penn@austinisd.org |

Suitability Assess

¶ Question and Answer Protocol: Proposers seeking clarification or have questions pertaining to this RFQ must submit questions in writing to Sara Hildebrandt Gaspar, Senior Procurement Specialist, via email at sara.hildebrandtgaspar@austinisd.org no later than April 24, 2020 by 5:00PM CST. Failure to follow above stated protocol may result in disqualification from procurement process.

In the e-mail subject line, type: *Questions* 20*RFQ122, Facility Condition and Educational*

www.austinisd.org/cp/bids

¶ **Please read the instructions regarding the virtual pre-proposal conference and electronic submissions on the following page.**

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3. Project: _____

Scope of Project: _____

_____

_____

_____

_____

Services Performed: _____

_____

_____

_____

Client: _____

4. Project: _____

Scope of Project: _____

_____

_____

Services Performed: _____

_____

_____

Number of Change Orders: _____

Describe: _____

_____

_____

Construction Cost: _____ Date Construction Complete: _____

Client: _____

Contact Person: _____ Telephone Number: _____

5. Project: _____

Scope of Project: _____

_____

_____

Services Performed: _____

_____

_____

Number of Change Orders: _____

Describe: _____

_____

_____

Construction Cost: _____ Date Construction Complete: _____

Client: _____

Contact Person: _____ Telephone Number: _____

6. Project: _____

Scope of Project: _____

_____

_____

Services Performed: _____

_____

_____

Number of Change Orders: _____

Describe: _____

_____

_____

Construction Cost: _____ Date Construction Complete: _____

Client: _____

Contact Person: _____ Telephone Number: _____

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Tab 5 – Organization Chart

Provide proposed organization chart for completing AISD project work.

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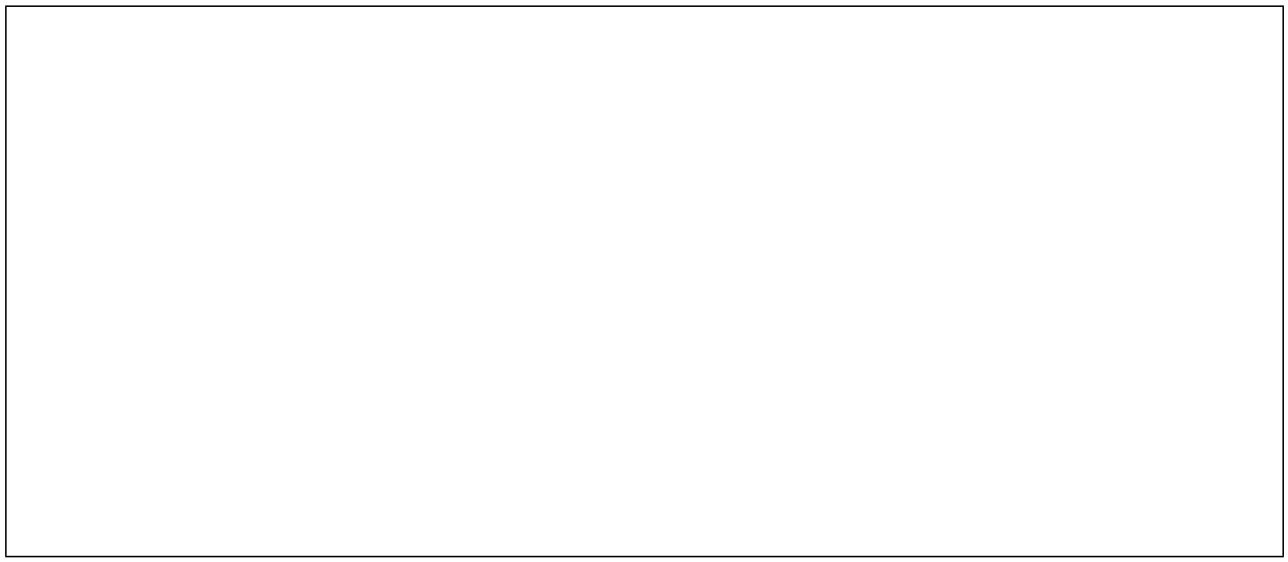

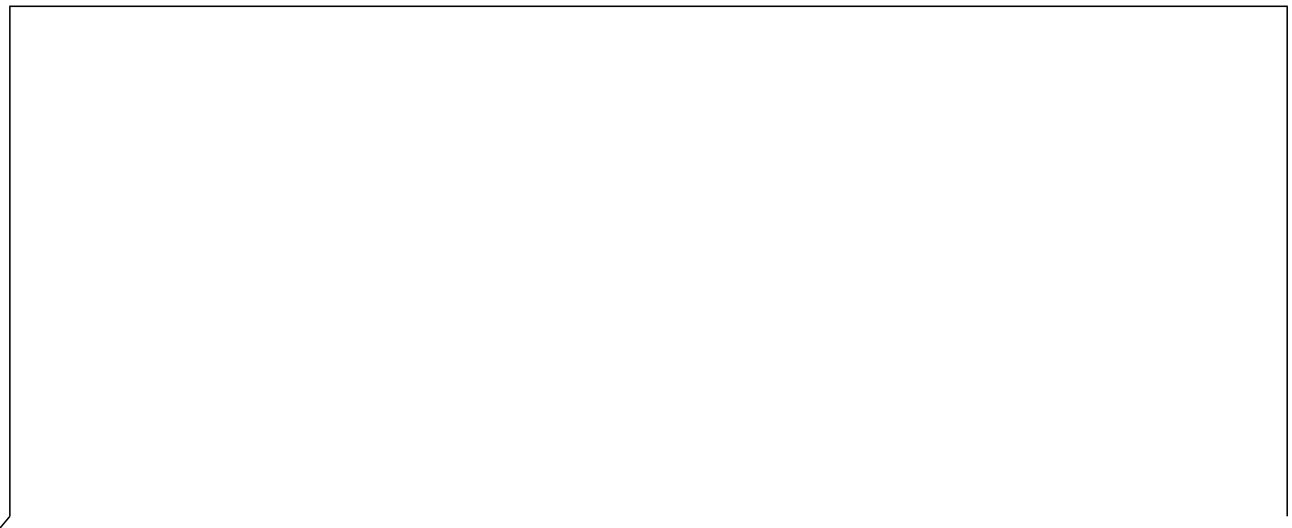

3. Educational Suitability Assessment Methodology

Explain \RXU PHWKRGRORJ\ WR ZRUN ZLWK $,6'¶V DFDGHPLF O suitability methodology, and how it will be executed campus by campus.

4. Communications

Explain your approach to communicating the assessment process and results to both technical and non-technical stakeholders.

Tab 7 – Other Forms

Provide completed Authorization Form, Felony Conviction Notice Form and Suspension and Debarment Certification Form.

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# FELONY CONVICTION NOTICE FORM

Statutory citation covering notification of criminal history of contractor is found in the Texas Education Code §44.034.

## FELONY CONVICTION NOTIFICATION

State of Texas Legislative Senate Bill No. 1, Section 44.034, Notification of Criminal History,

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