

00 11 16 REQUEST FOR PROPOSAL

ARTICLE 1 – GENERAL NOTICE

1.01 The Tarrant Regional Water District is requesting proposals for the purchase of the following Goods and Special Services:

RFP 21-030 KBR Mods 48” Butterfly Valves

1.02 Offers are being requested for the following items:

Number of Units	Description
2	48-Inch Butterfly Valves

ARTICLE 2 – OBTAINING AND EXAMINING DOCUMENTS

2.01 Information for the project can be found at the following procurement website:

<https://www.civcastusa.com/project/5fab046675d39c93fda8fd98/summary>

2.02 Prospective Offerors must register with the procurement website as a plan holder, even if contract documents are obtained from a plan room or other site. All official notifications, addenda and other documents will be offered only through the procurement website.

2.03 It is the plan holder’s responsibility to determine that a complete set of documents, as defined in Section 00 01 10 – Table of Contents are used in the preparation of a Proposal. Documents are made available for the sole purpose of obtaining Proposals for completion of the project and permission to download does not confer a license or grant permission or authorization for any other use. Authorization to download documents includes the right for plan holders to print documents for their sole use, provided they pay all costs associated with printing or reproduction. Printed documents may not be re-sold under any circumstances.

2.04 The proposal tabulation and award notice will be made available on the procurement website no longer than sixty (60) days after the due date of proposals. All plan holders will have access to this information.

ARTICLE 3 – PRE-PROPOSAL MEETING

3.01 This section does not apply to this project.

ARTICLE 4 – QUESTIONS REGARDING PROPOSAL PROCESS OR CONTRACT DOCUMENTS

4.01 Questions must be submitted using the Question and Answer process on the procurement website. Responses to questions posted on the Procurement Website will be posted on the website by the buyer for the benefit of all Offerors. A response will be posted for questions submitted by end of day November 25, 2020.

4.02 A response to a question posted on the website that requires modification of the contract documents will be made by an addendum. Modifications to the contract documents prior to the award of contract can only be made by addenda. Only answers in addenda authorized by the District will be binding. Oral and other interpretations or clarifications will be without legal effect.

ARTICLE 5 – PROPOSAL SECURITY

5.01 For Proposals over \$50,000, Offerors must submit an acceptable proposal security in the form of a cashier’s check from a responsible bank in the State of Texas equal to five (5) percent of the total amount of the Proposal or a bid bond in the amount of five (5) percent of the total amount of the Proposal issued by a surety legally authorized to do business in the State of Texas, as a guarantee that the Offeror will enter into a contract within fifteen (15) days of Notice of Award of contract. For Proposals over \$250,000, Offerors must submit a bid bond meeting all the above requirements. If successful Offeror fails to furnish the contract and furnish the required bonds as specified in the general conditions within the specified time, the successful Offeror’s bid bond will be forfeited.

ARTICLE 6 – DELIVERY OF PROPOSALS

6.01 To comply with current COVID-19 Declarations and to comply with social distancing guidelines, the Tarrant Regional Water District Purchasing Department has suspended in person bid/proposal submittals. Proposals must be submitted via CivCast electronic bidding system at: <https://www.civcastusa.com/project/5fab046675d39c93fda8fd98/summary>

Proposals submitted electronically via the above website will be received until the due date and time. Follow submittal instructions on <https://www.civcastusa.com>.

ARTICLE 7 - EVALUATION AND AWARD OF CONTRACT

7.01 All properly submitted Proposals will be reviewed, evaluated, and ranked by an evaluation committee established by the District. The District shall award a contract to the Offeror whose Proposal is considered to provide the best value to the District based on the following criteria:

Rating Category	DESCRIPTION	WEIGHTING VALUE
A	Proposed Contract Price	45%
B	Proposed Contract Times	25%
C	Experience of Offeror in Providing Similar Goods	15%
D	Experience of Offeror in Providing Special Services	15%

7.02 The criteria are further defined in Section 00 21 13 Instructions to Offerors.

7.03 It is the intent for the District to award this Contract to the Offeror who provides the best value for the District as determined when considering the relative importance of cost and other evaluation factors described above. The District reserves the right to adopt the most advantageous interpretation of the Proposals submitted in the case of ambiguity or lack of clearness in stating Proposal prices, to reject any or all Proposals, and/or waive formalities. Proposals may not be withdrawn within 90 days from the date on which Proposals are opened.

Advertisement Publish Dates: November 18th 2020 and November 25, 2020.

END OF SECTION