REQUEST FOR QUALIFICATIONS FOR PROFESSIONAL ENGINEERING SERVICES

MD ANDERSON CANCER CENTER

MISCELLANEOUS
LIFE SAFETY AND FIRE PROTECTION SERVICES
INDEFINITE DELIVERY / INDEFINITE QUANTITY

PRE-PROPOSAL CONFERENCE:
2:00 PM – 3:00 PM LOCAL TIME
TUESDAY, JANUARY 15, 2013
MAYS CLINIC
1220 HOLCOMBE BLVD
1ST FLOOR, ROOMS ACB1.2325 A-C
HOUSTON, TEXAS 77030

SUBMITTAL DUE DATE:
2:00 PM LOCAL TIME
TUESDAY, JANUARY 29, 2013

THE UNIVERSITY OF TEXAS
MD Anderson Cancer Center
Making Cancer History®

Prepared By:
MD Anderson Cancer Center
Sourcing & Contract Management
7007 Bertner Avenue, Suite 10.3212
Houston, Texas 77030
713-745-8300

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REQUEST FOR QUALIFICATIONS FOR
PROFESSIONAL ENGINEERING SERVICES

MISCELLANEOUS
LIFE SAFETY AND FIRE PROTECTION SERVICES-
INDEFINITE DELIVERY / INDEFINITE QUANTITY

SECTION 1 – GENERAL INFORMATION & REQUIREMENTS

1.1 GENERAL INFORMATION: The University of Texas MD Anderson Cancer Center ("Owner") is soliciting statements of qualifications ("Qualifications"), under the authority of Chapter 73.115 of the Texas Education Code – Acquisition of Goods and Services, for the selection of a firm to provide **miscellaneous life safety and fire protection** services in accordance with the terms, conditions, and requirements set forth in this Request for Qualifications. This Request for Qualifications ("RFQ") provides Respondents with the information necessary to prepare and submit Qualifications for consideration by Owner.

1.1.1 This Request for Qualifications ("RFQ") is the first step in a process for selecting one or more engineering firms that provide fire protection and code analysis services. The RFQ provides the information necessary to prepare and submit Qualifications for consideration and initial ranking by the Owner. The Owner reserves the option to conduct formal interviews with any one or more respondent firms to further establish a firm's qualifications. Additional selection steps may include, but not necessarily be limited to: scheduled visits to the firm's offices; scheduled visits to representative firm projects; written requests to the candidate firm requesting supplemental information; and, interviews with members of the candidate firm's staff.

1.2 PUBLIC INFORMATION: All information, documentation, and other materials submitted in response to this solicitation are considered non-confidential and/or non-proprietary and are subject to public disclosure under the Texas Public Information Act (*Texas Government Code*, Chapter 552.001, *et seq.*) after the agreement is executed.

1.2.1 The Owner strictly complies with all statutes, court decisions, and opinions of the Texas Attorney General with respect to disclosure of RFQ information.

1.3 TYPE OF CONTRACT: Any contract resulting from this solicitation will be in the form of the Owner's draft Master Agreement, a copy of which is attachedto this RFQ.

1.4 CLARIFICATIONS AND INTERPRETATIONS: Any clarifications or interpretations of this RFQ that materially affect or change its requirements will be posted by the Owner as an addendum on the Owner's web site (http://www.mdanderson.org/departments/bids). It is the responsibility of all respondents to obtain this information in a timely manner. All such addenda issued by the Owner before the proposals are due as part of the RFQ, and respondents shall acknowledge receipt of and incorporate each addendum in its Qualifications.

1.4.1 Respondents shall consider only those clarifications and interpretations that the Owner issues by addenda three (3) calendar days prior to the submittal deadline. Interpretations or clarifications in any other form, including oral statements, will not be binding on the Owner and should not be relied on in preparing Qualifications.

1.5 SUBMISSION OF QUALIFICATIONS:

1.5.1 DEADLINE AND LOCATION: The Owner will receive Qualifications at the time and location described below.

TUESDAY, JANUARY 29, 2013, 2:00 PM, LOCAL TIME

Physical Address for Courier Delivery:
The University of Texas MD Anderson Cancer Center
Capital Planning & Management
6900 Fannin, Suite 10.1010
Houston, Texas 77030
Attn: John Wroth

1.5.2 Submit **seven (7)** identical copies of the Qualifications. An original signature must be included on the "Cover Letter" submitted with each copy.

1.5.2.1 Respondent must submit one (1) virus free, exact copy of the RFQ on a CD. The CD must be submitted in a SEALED envelope apart from the other bid documents and must be submitted at the same time the hard copy sealed documents are submitted. The envelope containing the CD must clearly be labeled "RFQ" and have the name of the submitting firm, the project name, and the RFQ number on both the sealed envelope and on the CD.

1.5.3 Submit the HUB Subcontracting Plan (HSP) as described in Section 4.1.2 of this RFQ. All HUB Subcontracting Plans should be submitted by the bid closing date separate from the bid response in a SEALED envelope within the sealed response.

1.5.4 Late received Qualifications will be returned to the respondent unopened.

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

1.5.6 Properly submitted Qualifications will not be returned to respondents.

1.5.7 Qualifications materials must be enclosed in a sealed envelope (box or container) addressed to the Point-of-Contact person; the package must clearly identify the submittal deadline, the RFQ number, and the name and return address of the respondent.

1.6 POINT-OF-CONTACT: The Owner designates the following person as the representative and sole Point-of-Contact for this RFQ. Respondents shall restrict all contact with the Owner and direct ALL questions regarding this RFQ, to the Point-of-Contact person **identified in Section 1.6 only. RESPONDENTS SHALL NOT CONTACT ANY OTHER OWNER REPRESENTATIVE AT ANY TIME FOR ANY REASON. ALL QUESTIONS MUST BE IN WRITING AND SUBMITTED IN ACCORDANCE WITH THE RFI SUBMISSION TIMELINE ESTABLISHED IN THIS RFQ**.

John Wroth
The University of Texas MD Anderson Cancer Center
Sourcing & Contract Management
Email: jswroth@mdanderson.org

1.7 EVALUATION OF QUALIFICATIONS: The evaluation of the Qualifications shall be based on the requirements described in this RFQ. All properly submitted Qualifications will be reviewed, evaluated, and ranked by the Owner.

1.7.1 Qualifications shall not include any information regarding respondent's fees, pricing, or other compensation.

1.8 OWNER'S RESERVATION OF RIGHTS: The Owner may evaluate the Qualifications based on the anticipated completion of all or any portion of the services. The Owner reserves the right to divide the services into multiple parts, to reject any and all Qualifications and re-solicit for new Qualifications, or to reject any and all proposals and temporarily or permanently abandon the solicitation. Owner makes no representations, written or oral, that it will enter into any form of agreement with any respondent to this RFQ for any service and no such representation is intended or should be construed by the issuance of this RFQ.

1.8.1 Respondent understands and agrees that this RFQ and any subsequent Agreement ensuing from this RFQ is contingent upon approval by Owner. Respondent understands and agrees that Owner has made no representation, written or oral, that any such approvals will actually be obtained. If any such approvals are not obtained, Respondent understands and agrees that this RFQ and any subsequent Agreement ensuring from this RFQ will be null, void, and of no effect.

1.9 ACCEPTANCE OF EVALUATION METHODOLOGY: By submitting its Qualifications in response to this RFQ, respondent accepts the evaluation process and acknowledges and accepts that determination of the "most qualified" firm(s) will require subjective judgments by the Owner.

1.10 NO REIMBURSEMENT FOR COSTS: Respondent acknowledges and accepts that any costs incurred from the respondent's participation in this RFQ shall be at the sole risk and responsibility of the respondent.

1.11 PRE-PROPOSAL CONFERENCE: A non-mandatory pre-proposal conference will be held at the time and location described below. Although not required, attendance is encouraged to allow firms an opportunity to hear Owner discuss the project and the bidding process.

2:00 – 3:00 PM LOCAL TIME
TUESDAY, JANUARY 15, 2013

The University of Texas MD Anderson Cancer Center
MAYS CLINIC
1220 HOLCOMBE BLVD .
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HOUSTON, TEXAS 77030

1.11.1 A guided tour of the project site will not be included as a part of the conference agenda.

1.12 ELIGIBLE RESPONDENTS: Only individual firms or lawfully formed business organizations may apply. This does not preclude a respondent from using consultants. The Owner will contract only with the individual firm or formal organization that submits a Qualification.

1.13 HISTORICALLY UNDERUTILIZED BUSINESSES SUBMITTAL REQUIREMENTS: It is the policy of The University of Texas System and each of its component institutions, to promote and encourage contracting and subcontracting opportunities for Historically Underutilized Businesses (HUB) in all contracts. Accordingly, the Owner has adopted Rider 104, Policy on Utilization of Historically Underutilized Businesses (See attached). The Policy applies to all contracts with an expected value of $100,000 or more. If Owner determines that subcontracting opportunities are probable, then a HUB Subcontracting Plan is a required element of the Qualifications. All HUB Subcontracting Plans should be submitted by the bid closing date separate from the bid response in a SEALED Envelope. Failure to submit a required HUB Subcontracting Plan will result in rejection of the Qualifications.

1.13.1 STATEMENT OF PROBABILITY

Owner has determined that subcontracting opportunities are probable in connection with this procurement solicitation. Therefore, a HUB Subcontracting Plan (HSP) is required as a part of the respondent's Qualifications. The respondent shall develop and administer a HSP as a part of the respondent's Qualifications in accordance with the Owner's Policy on Utilization of Historically Underutilized Businesses (HUB).

1.13.2 The HUB Subcontracting goal for this project is **FORTY TWO POINT FOUR (42.4%)** percent. Respondents are expected to make a good faith effort to meet this goal.

1.13.3 All HUB Subcontracting Plans must be submitted by the bid closing date SEPARATE from the bid response in a SEALED Envelope.

1.13.4 Refer to Policy on Utilization, Historically Underutilized Business (attached) and the Summary of Requirements for a detailed list of attachments required with the Qualifications.

1.13.5 The "Statement of Probability" determines the probability for subcontracting opportunities. This determination will clarify which attachments, detailed in Figure 1, will be required to be completed and returned.

1.13.6 Submit the HUB Subcontracting Plan as stated in Section 4.1.2 of this RFQ**.**

1.14 NOT USED.

1.15 SALES AND USE TAXES: Section 151.311, Tax Code, as amended effective October 1, 1993, permits the purchase free of state sales and use taxes of tangible personal property to be incorporated into realty in the performance of a contract for an improvement to realty for certain exempt entities that include The University of Texas System. The section further permits the purchase tax-free of tangible personal property (other than machinery or equipment and its accessories and repair and replacement parts) for use in the performance of such a contract if the property is "necessary and essential for the performance of the contract" and "completely consumed at the job site." In addition, the section permits the purchase tax-free of a tangible service for use in the performance of such a contract if the service is performed at the job site and

if "the contract expressly requires the specific service to be provided or purchased by the person performing the contract" or "the service is integral to the performance of the contract."

1.16 CERTIFICATION OF FRANCHISE TAX STATUS: Respondents are advised that the successful respondent will be required to submit certification of franchise tax status as required by State Law (H.B. 175, Acts 70th Leg. R.S., 1987, Ch. 283, p. 3242). The contractor agrees that each subcontractor and supplier under contract will also provide a certification of franchise tax status.

1.17 REQUIRED NOTICES OF WORKERS' COMPENSATION INSURANCE COVERAGE: The Texas Workers' Compensation Commission has adopted a new rule, 28 TAC, sec. 110.110, relating to REPORTING REQUIREMENTS FOR BUILDING OR CONSTRUCTION PROJECTS FOR GOVERNMENTAL ENTITIES. The rule applies to all building or construction contracts advertised for bid on or after September 1, 1994. The rule implements sec. 406.096, Texas Labor Code, which requires workers' compensation insurance coverage for all persons providing services on a building or construction project for a governmental entity. The requirements of the rule are set forth in Article 6 of the Uniform General and Supplementary General Conditions.

1.18 PREVAILING WAGE RATE DETERMINATION: Respondents are advised that the Texas Prevailing Wage Law will be administered in accordance with the policies and procedures set forth in the U. T. System document, entitled "Prevailing Wage Guidelines." The penalty for violation of prevailing wage rates has been increased from $10.00 per underpaid worker per day or portion thereof to $60.00.

1.19 DELINQUENCY IN PAYING CHILD SUPPORT: Under Section 231.006, Family Code, the vendor or applicant certifies that the individual or business entity named in this contract, bid, or application is not ineligible to receive the specified grant, loan, or payment and acknowledges that this contract may be terminated and payment may be withheld if this certification is inaccurate.

SECTION 2 – EXECUTIVE SUMMARY

2.1 HISTORICAL BACKGROUND:

MDMD Anderson is known throughout the world for high-quality cancer care, research, academic programs and prevention services. Since its establishment in 1941, MD Anderson has made major contributions to improve the outlook for cancer patients everywhere.

MD Anderson was one of the first three federally designated comprehensive cancer centers by the National Cancer Act of 1971. A survey of health professionals has routinely ranked MD Anderson as one of the two premier cancer centers in the nation for the past eight years. Over 55,000 persons annually seek care at MD Anderson. The team approach to cancer care, pioneered at MD Anderson, has been strengthened by consolidating specialty clinics into multi-disciplinary care centers that allow patients to receive more ambulatory care and treatment in a single location.

MD Anderson offers one of the largest bone marrow and stem cell transplantation programs, as well as clinical trials to improve existing therapies. Teams of clinical specialists collaborate with scientists on problems of common interest and test theories that shorten the application of better treatment methods. Translational research studies are responsible for the promising field of chemoprevention, which uses synthetic vitamins to reverse pre-malignant lesions and halt the

recurrence of some cancers, and for innovative gene therapy strategies being evaluated for several forms of cancer.

With faculty and staff working in more than 30 buildings in the greater Houston area and in central Texas, MD Anderson is the largest freestanding cancer center in the world. The physical plant covers more than 11 million square feet, featuring the latest equipment and facilities to support growing needs in outpatient and inpatient care, research, prevention and education. It includes inpatient hospital facilities with 571 beds.

Construction projects include the addition of 12 floors that can accommodate more than 300 new inpatient beds in Alkek Hospital on the North Campus; two new research buildings on the South Campus that will house the Center for Advanced Biomedical Imaging Research and Center for Targeted Therapy as part of the McCombs Institute; and MD Anderson's first facility on its Mid Campus, a 25-story building to support current office space and future growth needs.

In addition to its main campus in the Texas Medical Center and two research campuses in Bastrop County, Texas, MD Anderson has developed a number of local, national and international affiliations.

2.2 MISSION STATEMENT:

Mission. The mission of The University of Texas MD Anderson Cancer Center is to eliminate cancer in Texas, the nation, and the world through outstanding programs that integrate patient care, research and prevention, and through education for undergraduate and graduate students, trainees, professionals, employees and the public.

Vision. We shall be the premier cancer center in the world, based on the excellence of our people, our research-driven patient care and our science. We are Making Cancer History.

Core Values.

- Caring: By our words and actions, we create a caring environment for everyone.
- Integrity: We work together to merit the trust of our colleagues and those we serve.
- Discovery: We embrace creativity and seek new knowledge.

2.3 PROJECT DESCRIPTION, SCOPE AND BUDGET:

The anticipated scope of work is further described within Attachment I – Scope of Services, which is attached to this RFQ.

PROJECT PLANNING SCHEDULE: Key Project Planning schedule milestones are:

• Owner conducts Pre-Proposal Conference	January 15, 2013
• Last day to submit Request for Information 4:00 PM CST	January 18, 2013
• Response to RFI posted to Internet	January 23, 2013
• Owner receives Qualifications and HUB Subcontracting Plan	January 29, 2013
• Owner determines "most qualified" Vendor	February 19, 2013
• Owner sends contract to Vendor	February 25, 2013
• Vendor returns contract to Owner	March 11, 2013
• Tentative effective contract date	April 1, 2013

SECTION 3 – REQUIREMENTS FOR STATEMENT OF QUALIFICATIONS

Respondents shall carefully read the information contained in the following criteria and submit a complete statement of Qualifications to all questions in Section 3 formatted as directed in Section 4. Incomplete Qualifications will be considered non-responsive and subject to rejection.

3.1 CRITERIA ONE: FIRM OR COMPANY PROFILE

3.1.1 Provide the following information:

- Legal Name of the company as registered with the Secretary of the State of Texas
- Address of the office that will be providing services
- Number of years in business
- Type of Operation (Individual, Partnership, Corporation, Joint Venture, etc.)
- Number of Employees by skill group
- Annual revenue totals for the past ten (10) years

3.1.2 Include a brief narrative of your firm's history, current organizational structure including local, regional, and national offices, if applicable, and scope of services offered by your nearest company office.

3.1.3 Provide a company organization chart.

3.1.4 Indicate whether services will be provided in whole, or in part, by your firm. If certain services are to be provided by another firm, indicate your firm's business relation with the associated firm (joint venture, consultant agreement, etc.)

3.1.5 Submit a current, audited financial statement of the firm or include a statement indicating your firm's agreement to submit a statement if selected.

3.1.6 Provide details of any conditions that would adversely affect your company's performance under a contract with the Owner.

3.1.6..1 Indicate whether your company is currently for sale or involved in any transaction to expand or to become acquired by another business entity. If so, explain the impact both in organizational and directional terms.

3.1.6..2 Provide details of all past or present litigation or claims filed against your company

3.1.6..3 Indicate whether your company is currently in default on any loan agreement or financing agreement with any bank, financial institution, or other entity.

3.1.6..4 Indicate whether any relationship exists by relative, business associate, capital funding agreement, or any other such kinship between your firm and any Owner employee, officer, or Regent and, if so, explain the relationship.

3.1.6..5 Provide a claims history under professional malpractice insurance for the past five (5) years for the firm and any team member proposed to provide services.

3.2 CRITERIA TWO: PROPOSED TEAM

3.2.1 Describe in graphic and written form the proposed project assignments and lines of authority and communication for principals and key professional members of the firm that will be assigned to the Project. Indicate the estimated percent of time these individuals will be involved in the project for design and construction.

3.2.2 Submit resumes of all key staff members that will be assigned to the Project if your firm is awarded a contract. Indicate their current position and length of service with your firm. List their relevant project experience gained as a staff member with your firm and identify relevant project experience obtained as a member of other firms. List professional licenses held, current standing, year obtained, and identify the jurisdiction of the license. List all degrees held beyond high school.

3.2.3 Clearly identify the members of the proposed team who worked on the listed projects in Criteria 3 and describe their roles in those projects.

3.3 CRITERIA THREE: RELEVENT PROJECT EXPERIENCE OF THE FIRM

3.3.1 List a maximum of five (5) recent projects (last five years) accomplished by your firm which exemplifies your firms experience in the area of specialization identified under Section 1.1 – General Information of this Request for Qualifications document and Attachment I- Scope of Services. List the projects in order of priority with the most relevant projects listed first. List only projects rendered by your firm under contract with the owner or as a consultant to the primary professional service provider. DO NOT INCLUDE PROJECT EXPERIENCE OF STAFF OBTAINED UNDER THEIR SEPARATE EMPLOYMENT WITH OTHER FIRMS. Provide the following information for each project listed:

- Project name, location, contract delivery method, and description
- Final Construction Cost
- Final project size in gross square feet
- Type of construction (new, renovation, or expansion)
- Scope of professional Life Safety and Fire Protection services your firm provided for the project
- Name of the Project Manager (individual in your firm responsible to the Owner for the overall success of the project)
- Name of the Project Architect and/or Project Engineer (individual in your firm responsible for coordinating the day to day work)
- Consultants

3.3.2 Provide current client references that can furnish information related to your firm's and your staff's performance on each project listed, including:

- The Owner's name, representative who served as the day-to-day liason, and telephone number
- Length of business relationship with the Owner

References shall be considered relevant based on specific project participation and experience with the Respondent. The Owner may contact references during any part of this process. The Owner reserves the right to contact any other references at any time during the RFQ process.

3.3.3 Identify and describe your firm's past experience on University of Texas System projects within the last five (5) years. Project may repeat with Section 3.3.1 above.

If the firm has not previously provided services for the University of Texas System, then identify and describe the firm's past performance on projects for "major" institutions of higher education with healthcare components (or similar) within the past five (5) years.

In either case above, provide the following information for each project listed:

- Project name, location, contract delivery method and description
- Final Construciton Cost
- Final project size in gross square feet
- Type of construction (new, renovation, or expansion)
- Scope of professional Life Safety and Fire Protection services your firm provided for the project
- Name of the Project Manager (individual in your firm responsible to the Owner for the overall success of the project)
- Name of the Project Architect and/or Project Engineer (individual in your firm responsible for coordinating the day to day work)
- Consultants

3.4 CRITERIA FOUR: TECHNICAL CAPABILITIES OF THE FIRM

3.4.1 Describe your firm's demonstrated technical competence and management qualifications with institutional projects, particularly those for higher education, healthcare, and research projects.

3.4.2 Describe your firm's expertise in project cost estimating, managing building codes, technical specifications, construction administration, and CADD management. Explain how your firm, as an organization, maintains current knowledge.

3.4.3 Acknowledge your firm's capability (or inability) to produce documents in the formats described in Attachment G – Electronic File Format of this Request for Qualifications.

3.4.4 Acknowledge your firm's capability (or inability) to produce documents according to the CADD Standards described in Attachment H.

3.5 CRITERIA FIVE: SCOPE OF SERVICES PROVIDED BY THE FIRM

3.5.1 Identify any other services offered by your firm that are not included in Attachment B – Scope of Services. Identify those services, if any, included in Attachment B – Scope of Services that your firm is not capable of providing at the present time.

3.6 CRITERIA SIX: RESPONDENT'S KNOWLEDGE OF BEST PRACTICES

3.6.1 Describe the Respondent's quality assurance program, explaining the methods used and how the firm maintains quality control. Provide specific examples of how these techniques or procedures were used for any combination of three (3) projects listed in response to Criteria 3.3.

3.6.2 Describe the way in which your firm develops and maintains work schedules to coordinate with project schedules. For any combination of three (3) projects listed in response to Criteria 3.3, provide examples of how these techniques were used.

3.6.3 Describe your firm's service support philosophy, how it is carried out, and how success in keeping this philosophy is measured.

3.6.4 Describe the types of records, reports, monitoring systems, and information management systems, which your firm uses in the provision of services. Describe how the firm used these systems for any combination of three (3) projects listed in response to Criteria 3.3.

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

3.6.6 Describe any special services, advantages, or other unique benefits that the Respondent may offer to the Owner.

3.7 CRITERIA SEVEN: RESPONDENT'S ABILITY TO IDENTIFY AND RESOLVE PROBLEMS

3.7.1 Describe your understanding of the administrative challenges and opportunities associated with providing Life Safety and Fire Protection services for the Owner on this project, and your strategy for resolving these issues.

3.7.2 What do you perceive are the critical issues for providing Life Safety and Fire Protection services for Owner?

3.7.3 Understanding schedule limitations, describe how you would communicate and coordinate services between the Contractor, Subcontractors, and Owner's consultants in a form that will quickly facilitate the Owner's decision making.

3.7.4 For any combination of three (3) projects listed in response to Criteria 3.3, describe conflicts among the Owner, Consultants, Contractor, or subcontractors, and describe the methods your firm used to resolve those conflicts.

3.8 CRITERIA EIGHT: EXECUTION OF OFFER

NOTE TO RESPONDENTS: SUBMIT ENTIRE SECTION WITH RESPONSE.

THIS EXECUTION OF OFFER MUST BE COMPLETED, SIGNED, AND RETURNED WITH THE RESPONDENT'S QUALIFICATIONS. FAILURE TO COMPLETE, SIGN AND RETURN THIS EXECUTION OF OFFER WITH THE QUALIFICATIONS MAY RESULT IN REJECTION OF THE QUALIFICATIONS.

SIGNING A FALSE STATEMENT MAY VOID THE SUBMITTED QUALIFICATIONS OR ANY AGREEMENTS OR OTHER CONTRACTUAL ARRANGEMENTS, WHICH MAY RESULT FROM THE SUBMISSION OF RESPONDENT'S QUALIFICATIONS, AND THE RESPONDENT MAY BE REMOVED FROM ALL PROPOSER LISTS. A FALSE CERTIFICATION SHALL BE DEEMED A MATERIAL BREACH OF CONTRACT AND, AT OWNER'S OPTION, MAY RESULT IN TERMINATION OF ANY RESULTING CONTRACT OR PURCHASE ORDER.

3.8.1 By signature hereon, Respondent acknowledges and agrees that (1) this RFQ is a solicitation for Qualifications and is not a contract or an offer to contract; (2) the submission of Qualifications by Respondent in response to this RFQ will not create a contract between the Owner and Respondent; (3) the Owner has made no representation or warranty, written or oral, that one or more contracts with the Owner will be awarded under this RFQ; and (4) Respondent shall bear, as its sole risk and responsibility, any cost which arises from Respondent's preparation of a response to this RFQ.

3.8.2 By signature hereon, Respondent offers and agrees to furnish to the Owner the products and/or services more particularly described in its Qualifications, and to comply with all terms, conditions and requirements set forth in the RFQ documents and contained herein.

3.8.3 By signature hereon, Respondent affirms that he 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 Qualifications.

3.8.4 By signature hereon, a corporate Respondent certifies that it is not currently delinquent in the payment of any Franchise Taxes due under Chapter 171, Texas Tax Code, or that the corporate Respondent is exempt from the payment of such taxes, or that the corporate Respondent is an out-of-state corporation that is not subject to the Texas Franchise Tax, whichever is applicable.

3.8.5 By signature hereon, the Respondent hereby certifies that neither the Respondent nor the firm, corporation, partnership or Owner represented by the Respondent, or anyone acting for such firm, corporation, or institution has violated the antitrust laws of this state, codified in Section 15.01, et. seq., Texas Business and Commerce Code, or the Federal antitrust laws, nor communicated directly or indirectly the Qualifications made to any competitor or any other person engaged in such line of business.

3.8.6 By signature hereon, Respondent represents and warrants that:

- Respondent is a reputable company regularly engaged in providing products and/or services necessary to meet the terms, conditions and requirements of the RFQ;

- Respondent has the necessary experience, knowledge, abilities, skills, and resources to satisfactorily perform the terms, conditions and requirements of the RFQ;

- Respondent is aware of, is fully informed about, and is in full compliance with all applicable federal, state and local laws, rules, regulations and ordinances;

- Respondent understands (i) the requirements and specifications set forth in this RFQ and (ii) the terms and conditions set forth in the Contract under which Respondent will be required to operate;

- Respondent, if selected by the Owner, will maintain insurance as required by the Contract;

- All statements, information and representations prepared and submitted in response to this RFQ are current, complete, true and accurate. Respondent acknowledges that the Owner will rely on such statements, information and representations in selecting the successful Respondent. If selected by the Owner as the successful Respondent, Respondent will notify the Owner immediately of any material change in any matters with regard to which Respondent has made a statement or representation or provided information.

3.8.7 By signature hereon, Respondent certifies that the individual signing this document and the documents made part of the RFQ is authorized to sign such documents on behalf of the company and to bind the company under any agreements or other contractual arrangements, which may result from the submission of Respondent's Qualifications.

3.8.8 By signature hereon, Respondent certifies that if a Texas address is shown as the address of the Respondent, Respondent qualifies as a Texas Resident Respondent as defined in Rule 1 TAC 111.2.

3.8.9 By signature hereon, Respondent certifies as follows:

- "Under Section 231.006, *Texas Family Code*, the vendor or applicant certifies that the individual or business entity named in this contract, bid, or application is not ineligible to receive the specified grant, loan, or payment and acknowledges that this contract may be terminated and payment may be withheld if this certification is inaccurate."

- "Under Section 2155.004, *Texas Government Code*, the vendor or applicant certifies that the individual or business entity named in this bid or contract is not ineligible to receive the specified contract and acknowledges that this contract may be terminated and payment withheld if this certification is inaccurate."

- "Under Section 2254.004, *Texas Government Code*, the vendor or applicant certifies that each individual or business entity which is an engineer or architect proposed by Respondent as a member of its team was selected based on demonstrated competence and qualifications only."

3.8.10 By signature hereon, Respondent certifies that no relationship, whether by relative, business associate, capital funding agreement or by any other such kinship exist between Respondent and an employee of any University of Texas component, or Respondent has not been an employee of any University of Texas component within the immediate twelve (12) months prior to your RFQ response. All such disclosures will be subject to administrative review and approval prior to the Owner entering into any contract with Respondent.

3.8.11 NOT USED.

3.8.12 Respondent represents and warrants that all articles and services quoted in response to this RFQ meet or exceed the safety standards established and promulgated under the Federal Occupational Safety and Health Law (Public Law 91-596) and its regulations in effect or proposed as of the date of this solicitation.

3.8.13 By signature hereon, Respondent signifies his compliance with all federal laws and regulations pertaining to Equal Employment Opportunities and Affirmative Action.

3.8.14 By signature hereon, Respondent agrees to defend, indemnify, and hold harmless the State of Texas, 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 or 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 Respondent's Qualifications.

3.8.15 By signature hereon, Respondent agrees that any payments that may become due under any agreements or other contractual arrangements, which may result from the submission of Respondent's Qualifications, will be applied towards any debt including, but not limited to, delinquent taxes and child support that is owed to the State of Texas.

3.8.16 By signature hereon, Respondent certifies that no member of the Board of Regents of The University of Texas System, or the Executive Officers of the University of Texas System or it's component institutions, has a financial interest, directly or indirectly, in the transaction that is the subject of the contract.

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EXECUTION OF OFFER: LIFE SAFETY AND FIRE PROTECTION SERVICES

The Respondent must complete, sign and return this Execution of Offer as part of their submittal response. The Respondent's company official(s) who are authorized to commit to such a submittal must sign submittals. Failure to sign and return this form will subject the submittal to disqualification.

Respondent's Name: _____

Respondent's State of Texas Tax Account No: _____
(This 11 digit number is mandatory)

If a Corporation:

Respondent's State of Incorporation: _____

Respondent's Charter No: _____

Identify by name each person who owns at least 25% of the Respondent's business entity:

_____
(Name)

_____
(Name)

_____
(Name)

_____
(Name)

Submitted and Certified By:

_____	_____
(Respondent's Name)	*(Title)*
_____	_____
(Street Address)	*(Telephone Number)*
_____	_____
(City, State, Zip Code)	*(Email address)*
_____	_____
(Authorized Signature)	*(Date)*

SECTION 4 – FORMAT FOR STATEMENT OF QUALIFICATIONS

4.1 GENERAL INSTRUCTIONS

4.1.1 Qualifications shall be prepared SIMPLY AND ECONOMICALLY, providing a straightforward, CONCISE description of the Respondent's ability to meet the requirements of this RFQ. Emphasis shall be on the QUALITY, completeness, clarity of content, responsiveness to the requirements, and an understanding of Owner's needs.

4.1.2 Qualifications shall be a MAXIMUM OF FIFTY (50) PRINTED PAGES. The cover, table of contents, divider sheets, HUB Subcontracting Plan (Section 1.13), and Execution of Offer do not count as printed pages. Each bound copy must be in the following order.

- Cover
- Cover Letter
- Table of Contents
- CRITERIA ONE: RESPONDENT'S STATEMENT OF QUALIFICATIONS AND AVAILABILITY TO UNDERTAKE THE SERVICES
- CRITERIA TWO: RESPONDENT'S ABILITY TO PROVIDE SERVICES
- CRITERIA THREE: RESPONDENT'S COMPLIANCE WITH REQUIRED SERVICES
- CRITERIA FOUR: RESPONDENT'S PERFORMANCE ON PAST REPRESENTATIVE PROJECTS
- CRITERIA FIVE: RESPONDENT'S GENERAL UNDERSTANDING OF THE DRAFT MASTER AGREEMENT
- CRITERIA SIX: RESPONDENT'S KNOWLEDGE OF BEST PRACTICES
- CRITERIA SEVEN: RESPONDENT'S ABILITY TO IDENTIFY AND RESOLVE PROBLEMS
- CRITERIA EIGHT: EXECUTION OF OFFER
- **HUB SUBCONTRACTING PLAN –The HUB Subcontracting Plan must be submitted at the same time as the sealed Qualifications. The envelope containing the HUB Subcontracting Plan must clearly be labeled "HUB Subcontracting Plan", and marked with the project name and the RFQ number.**

4.1.3 Respondents shall carefully read the information contained in this RFQ and submit a complete response to all requirements and questions as directed. Incomplete Qualifications will be considered non-responsive and subject to rejection.

4.1.4 Qualifications and any other information submitted by Respondents in response to this RFQ shall become the property of the Owner.

4.1.5 The Owner will not compensate Respondents for any expenses incurred in Qualifications preparation or for any presentations that may be made, unless agreed to in writing in advance or required by law. Respondents submit Qualifications at their own risk and expense.

4.1.6 Qualifications that are qualified with conditional clauses, alterations, items not called for in the RFQ documents, or irregularities of any kind are subject to rejection by the Owner, at its option.

4.1.7 The Owner makes no representations of any kind that an award will be made as a result of this RFQ, or subsequent RFPs, if any. The Owner reserves the right to accept or reject any or

all Qualifications, waive any formalities or minor technical inconsistencies, or delete any items and requirements from this RFQ when deemed to be in Owner's best interest.

4.1.8 Qualifications shall consist of answers to questions identified in Section 3 of the RFQ. Separate each section of the Qualifications by use of a divider sheet with an integral tab for ready reference. Identify the tabs in accordance with the parts under Section 3, which is to be consistent with the Table of Contents. TAB IDENTIFICATION BY NUMBERS ONLY IS NOT ACCEPTABLE.

4.1.9 Failure to comply with all requirements contained in this Request for Qualifications may result in the rejection of the Qualifications.

4.2 PAGE SIZE, BINDING, DIVIDERS, AND TABS:

4.2.1 Qualifications shall be printed on letter-size (8-1/2" x 11") paper and assembled with spiral-type bindings or staples. DO NOT USE METAL-RING HARD COVER BINDERS.

4.2.2 Additional attachments shall NOT be included with the Qualifications. Only the responses provided by the Respondent to the questions identified in Section 3 of this RFQ will be used by the Owner for evaluation.

4.2.3 Separate and identify each criteria response to Section 3 of this RFQ by use of a divider sheet with an integral tab for ready reference.

4.3 COVER

4.3.1 Include on the cover the following information:

- Document title as follows –

Qualifications
for
The University of Texas M.D. Anderson Cancer Center
for
Life Safety and Fire Protection Services

- Firm name
- Firm physical address
- Firm mailing address
- Firm 10 digit telephone number
- Firm 10 digit fax number

4.4 COVER LETTER

4.4.1 Submit a letter on your company stationery, bound immediately behind the front cover that indicates your firm's interest in participating in this qualification process and your commitment to undertake this Project. Summarize why you believe your firm is the best qualified firm to provide services associated with this Project. The letter should be signed by a principal of the firm or other duly authorized company representative and should contain the company's corporate seal, if applicable. Identify your firm's designated contact person for the purpose of this selection process if different than the letter's author. Provide a brief statement to indicate whether your firm takes exception to the terms of the Draft Agreement and identify any terms of the Agreement you will require to be changed prior to signing.

4.5 TABLE OF CONTENTS:

4.5.1 Submittals shall include a "Table of Contents" and give page numbers for each part of the Qualifications.

4.6 PAGINATION:

4.4.1 Number all pages of the submittal sequentially using Arabic numerals (1, 2, 3, etc.); the Respondent is not required to number the pages of the HUB Subcontracting Plan.

SECTION 5 - ATTACHMENTS TO THE RFQ

5.1 Attachment A – Draft Agreement for Life Safety and Fire Protection Services on Projects of Limited Scope

5.2 Attachment B - Rider 1 to the Agreement

5.3 Attachment C – Rider 104: Policy on Utilization Historically Underutilized Businesses

5.4 Attachment D – Rider 105: Vendor Affirmation

5.5 Attachment E – Not Used

5.6 Attachment F – Not Used

5.7 Attachment G – Not Used

5.8 Attachment H - Request for Information

5.9 Attachment I – Scope of Services