

The Texas A&M University System

COMPANY NAME _____

ADDRESS _____

CITY _____ STATE _____ ZIP _____

PHONE _____ FAX _____

DEPARTMENT

Department 02UCEN
 Bill-to-Address 750 Agronomy Road - Suite 3101
 6000 TAMU
 Attn: Email invoices to invoices@tamu.edu
 Attn: Do not mail invoice if sending via email
 College Station, TX 778436000
 Ship-to-Address RUDDER TOWER
 Room 107
 1232 TAMU
 COLLEGE STATION, TX 778431235

Purchaser Patty Winkler
 Info Contact p-winkler@tamu.edu 979-845-4556

BID INFORMATION

Description Fly System Rigging Maintenance

Bulletin Desc.

Bid Number AM02-17-B000918

Bid Opening Date 03/06/2017 2:00 PM

Bid Type Open Market

Type Code Invitation for Bid

Alternate Id 96294AF

Fiscal Year 2017

Available Date 02/21/2017 12:00 AM

Pre-Bid Conference

Attachments Attachment A - Insurance Requirement 2-12-16~43.docx
 HUB Subcontracting Plan Form - TAMU 10-16~2.pdf

AMENDMENTS

ITEMS

Item	Description	Quantity	Unit	Unit Price	Total
1.000	Attention All Bidders:	0.00			

Texas A&M, Procurement Services is transitioning to an E-commerce system for all invitation for bids and purchase orders. We are asking all vendors to take a few moments and register as one of our vendors. This will allow you to respond to our bid invitations electronically as well as accept purchase orders.

Please visit the following website to register
<https://buy.tamus.edu/bsol/>

If you have any questions in reference to registrations, please contact us at vendorhelp@tamu.edu

As a bidder responding to this invitation upon submission of your response, regardless of the format of your submission, you and the entity you represent are agreeing to the terms and conditions presented here as well as the TAMU terms and conditions located at <http://purchasing.tamu.edu/media/123743/bid tamu.pdf>.

Physical Address:

Texas A&M University
 Procurement Services
 Agronomy Road
 College Station TX 77843-1477
 Fax - 979-845-3800

NOTE: If responding manually, please submit with your bid response a W9. This will allow us to enter your company into our bid system and include your response on the electronic tabulation.

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<u>Item</u>	<u>Description</u>	<u>Quantity</u>	<u>Unit</u>	<u>Unit Price</u>	<u>Total</u>
2.000	HUB Subcontracting Plan	0.00			

It is the policy of the State of Texas and Texas A&M University (TAMU) to encourage the of Historically Underutilized Businesses (HUBs) in our prime contracts, subcontractors and purchasing transactions. The goal of the HUB Program is to promote equal access and equal opportunity in TAMU contracting and purchasing.

Subcontracting opportunities are anticipated for this Invitation for Bid/Request for Proposal and therefore a HUB Subcontracting Plan (HSP) is required. Failure to submit a comprehensive, acceptable HSP will be considered a material failure, to comply with the requirements of the Invitation for Bid/ Request for Proposal and will result in rejection of the submittal. Prepare the HUB Subcontracting Plan and submit one copy to the buyer at the address and by the submittal deadline given in the Invitation for Bid/Request for Proposal. The HUB Subcontracting Plan shall be submitted as a separate document appropriately tabbed for easy reference.

If you have any questions in reference to the Program and/or HUB Subcontracting Plan requirements, please contact the following:

Patty Winkler - p-winkler@tamu.edu; 979-845-4556
Dean Endler - d-endler@tamu.edu; 979-862-5616

The attached HSP Subcontracting Plan MUST be returned with this invitation for bid.

Failure to fill-out the proper forms with supporting documentation if applicable and return properly executed form with your bid response will ***VOID*** your offer.

3.000	Texas A&M University, Rudder Theater is seeking pricing for Maintenance and Service on Rigging, Overhead Work and the Mechanical aspects of equipment located on the College Station campus for the period of Date of Award through August 31, 2017.	0.00			
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Scope of Work

All work shall take place over several periods between production schedules as time allows. Each period of work shall consist of a two-week period. All work shall be performed by a qualified and trained technician(s), primarily in the rigging of Theatre systems.

The work crew shall consist of a supervisor, assistant supervisor and at minimum three crew members. At all times there shall be at least one (1) supervisor on-site during maintenance and service. The Supervisor will work with Rudder staff to assure scheduling and or goals for each day and service period are performed. The Supervisor shall also be responsible for setting up safety protocols making sure that all safety equipment and personal protection equipment is being used in accordance with OSHA and other safety standards. The Supervisor shall also make sure that all work done is done in accordance with the ANSI standards that apply to theater rigging as well as manufacturer's guidelines for all service, maintenance and applications.

The successful vendor shall work with the Rudder staff to assure that any equipment and updates will work for the space(s). The successful vendor shall provide safety equipment and rigging equipment with limit to scope at hand as well as provide safety training for general and specific hazards. The successful vendor shall provide training for any specific tools and the operations and applications along with making the Rudder staff aware of safety concerns and work in conjunction to mitigate these concerns

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<u>Item</u>	<u>Description</u>	<u>Quantity</u>	<u>Unit</u>	<u>Unit Price</u>	<u>Total</u>
	<p>Components of Work</p> <ul style="list-style-type: none"> -Inspect components -Develop plan for remaining work and assist in developing methods going forward in the remaining areas -Make safe, remove weight and disassemble the components of the counterweight fly system -Lowered associated components to the floor for their inspection and repair and reassembly -Remove wire rope from the fly system -Inspect arbors remove wire rope components from arbors remove wire rope components from battens -Inspect battens -Once the blocks have been inspected and reassembled they will be raised to the grid and reinstalled -Reinstall new wire rope with new terminations and attach to head block; Trim wire rope attached assemblies of trim chain reinstall back to batten -Work to resolve the rigging in the small double purchase system and the mulling geometry. 				
4.000	<p>Renewal:</p> <p>Texas A&M University reserves the right to renew the awarded agreement for an additional four (4) years, one (1) year at a time, if mutually agreed upon by both parties with all terms and conditions remaining firm.</p> <p>In the event of renewal, contract pricing may increase as per the quoted maximum percentage increase for each renewal period.</p> <p>9-1-17 - 8-31-18: %</p> <p>9-1-18 - 8-31-19: %</p> <p>9-1-19 - 8-31-20: %</p> <p>9-1-20 - 8-31-21: %</p> <p>Please Note: If bidder fails to indicate a maximum percentage increase for each extension period, it will be assumed the percentage is zero (0%).</p> <p>Cancellation:</p> <p>Upon award, this agreement is subject to cancellation without penalty, either in whole or in part, if funds are not appropriated by the Texas Legislature, or otherwise not made available to the using agency.</p> <p>Texas A&M reserves the right to cancellation within thirty (30) days written notice.</p> <p>Unacceptable performance by the vendor may be cause for immediate cancellation if deemed necessary by TAMU Procurement Services.</p> <p>Insurance Requirement:</p> <p>It is understood that all equipment and material supplied by the vendor shall remain their property until such time as accepted or paid for by TAMU. The vendor shall protect them with appropriate insurance against theft or other loss or damage.</p> <p>The successful vendor will be required to provide proof of insurance in the amounts indicated in Attachment A, with Texas A&M University listed as an additional insured party. Bidders are asked to submit a sample certificate of insurance (COI) for review and approval. Upon award, an updated COI will be required and it shall be the responsibility of the vendor to maintain a current certificate on file with Procurement Services during the term of the agreement.</p>	0.00			

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<u>Item</u>	<u>Description</u>	<u>Quantity</u>	<u>Unit</u>	<u>Unit Price</u>	<u>Total</u>
5.000	Phase 1-5; each phase consisting of two (2) weeks	5.00	EA		
6.000	Note to Bidders:	0.00			

Pricing:

Bidders must indicate any additional charges not listed here-in.

References:

Bidders shall provide at least three (3) references where services comparable in size and scope have been performed within the last two (2) years. Bidders shall provide the Company name, Contact Person, Company Address, phone and fax number and email for each reference.

Texas A&M University reserves the right to contact these references to verify bidder's ability to perform these services. A negative reference may be grounds for disqualification of your bid.

Payment Terms:

Quote 100% Net 30 Upon Receipt and Acceptance. If quoting as specified, type "Agreed" in the required field. If quoting otherwise, indicate here-in. _____(required field)

Award

The award shall be made based on the following "Best Value Criteria". Texas A&M reserves the right to consider the following and any other factor deemed necessary to evaluate the offer and determine the "Best Value" for the University.

- Vendor's ability to meet the minimum specifications;
- Delivery requirement;
- Experience/past experience with vendor;
- The quality, availability and adaptability of equipment offered to required application.
- Quality of performance of previous services;
- Insurance Requirement;
- References;
- The acquisition price.

Texas A&M University reserves the right to accept or reject any or all bids, to waive in formalities and technicalities, to accept the offer considered the most advantageous to the University.