



# RICE UNIVERSITY

June 5, 2020

Re: Request for Proposal (RFP)  
Turn-key Design and Construction Services  
Tent Structures

To Respondents:

Rice University requests your firm's proposal for Design and Construction services for the installation of several tent structures, both open-sided and enclosed, on the Rice campus in Houston, Texas.

## **Background**

Like many other universities, Rice University is dealing with the impact of COVID-19. In order to accommodate the student return to campus for the fall semester of 2020, the university would like to address physical distancing requirements necessary for a safe learning environment. The university would like to augment its current inventory of classrooms with additional temporary classrooms. The possible locations for the open-sided tent structures as well as the enclosed tent structures can be found on the enclosed Attachment 1. The limits of construction for the enclosed tent structure area is found on the enclosed Attachment 2. The final location for the open-sided tent structures has not been determined. The structures may or may not be close together.

## **Design and Construction Goal**

The goal is to provide and install the specified amount of tent structures prior to the start of classes for the fall semester in August of 2020. The target date for Substantial Completion is August 7, 2020. The project is proposed as a Turn-Key project with the selected Vendor responsible for the design, permitting and construction for the specified quantity of tent structures.

## **Design Services**

The selected Vendor will provide design services, including structural, mechanical, electrical and civil drawings that are stamped and signed by a registered professional engineer in the State of Texas. A Pre-Bid Conference will be held via a Zoom meeting two days in advance of the time that the proposals are due.

The Turn-Key design and construction shall include, but not be limited to, all requirements to meet City of Houston building codes and the following:

1. Four (4) enclosed tent structures with the following criteria:
  - a. Fifty by ninety (50 x 90) tent area
  - b. Stand-alone HVAC system with the following criteria:

- i. Outside air with pretreatment included with design;
  - ii. High end UV lights provided in HVAC units;
  - iii. Summer temperature range of 74 to 78 degrees in lower ten foot zone;
  - iv. Winter temperature range of 68 to 72 degrees in lower ten foot zone;
  - v. Consulting engineer will have at least 10 years of experience with HVAC design in the Houston climate and will stamp and sign the design;
  - vi. Humidity at 50% +/- 10%;
  - vii. MERV – 13 minimum filter efficiency;
  - viii. NC rating of 25 - 30
  - ix. Duct Sox; and,
  - x. DX or refrigerant units as chilled water is not available.
- c. Electrical system with the following:
- i. Fire alarm system will be provided and installed by Ballou Fire Systems and Vendor will be responsible for all costs associated with design, permitting and construction of the fire alarm system;
  - ii. Overhead LED lighting will be provided with an average of 40 fc;
  - iii. Independent switching of light fixture bank within 12 feet of video wall, by others.
  - iv. Perimeter duplex receptacles at structural members on all sides;
  - v. Connect to campus power as indicated on attached enlarged site plan;
  - vi. Rough-in for Rice-supplied IT equipment and cabling in four (4) locations per tent; and,
  - vii. Lightning protection.
- d. No exterior guy ropes or cables;
- e. No exposed exterior structure;
- f. Clear span with no interior supports;
- g. Aluminum structure;
- h. Insulated structure within all roof and wall sections (except the daylight panel);
- i. Minimum 8” thick formaldehyde-free fiberglass blanket with combination vapor barrier/radiant heat facing;
- j. Taped and sealed insulation at joints and at structure;
- k. White polyester coated membrane interior liner with a minimum weight of 14 ounces, tensioned to eliminate wrinkles and serve as a secondary moisture barrier;
- l. Interior and exterior thermal caps installed over the structure’s supporting beams to minimize thermal transfer;
- m. Insulation retention system to ensure that insulation will never creep or shift downward;
- n. Galvanized steel components including, but not limited to anchor bolts, cable bracing and separation material when adjacent to aluminum;
- o. Structure designed to meet 145 mph wind loads;
- p. Structure designed to shed all rain off of the roof;
- q. Structure designed to accommodate projector screens or video walls at 6’-0” to 6’4” from outside wall of long side;
- r. Entrance doors protected in order to shed rain away from the front of the doors;
- s. Pairs aluminum and glass doors at two (2) locations per tent, on long side adjacent to corners with Von Duprin panic hardware, or equal, to accommodate Best Locks;

- t. Additional solid single egress doors only, as required, on opposite long side, to meet City of Houston building codes for maximum Assembly Occupancy with Von Duprin panic hardware to accommodate Best Locks;
  - u. Wrinkle-free architectural membrane in both hot and cold temperatures;
  - v. Replacement any section of architectural membrane in one day using minimal labor;
  - w. DuPont Tedlar architectural membrane, or approved equal, with a polyurethane top coat;
  - x. Architectural membrane weight no less than 24 ounces per square yard;
  - y. Architectural membrane flame spread index of less than 25 in accordance with ASTM 84;
  - z. Tent architectural membrane from standard color selections – two colors;
  - aa. Slab on grade foundation with perimeter grade beam;
  - bb. 3500 psi concrete with resin dissipating curing compound;
  - cc. Carpet squares with Allowance of \$30 per yard in the tent structures;
  - dd. Concrete pads necessary for all mechanical and electrical equipment;
  - ee. Foundation design confirmed with university-hired Geotechnical Engineer, including subgrade design and protection against moisture and water infiltration;
  - ff. Permitting through City of Houston;
  - gg. Accessible tent structures in accordance with Texas Accessibility Standards;
  - hh. Accessible sidewalks to all doors for permitting purposes;
  - ii. 3000 psi sidewalks with a light broom finish;
  - jj. Eight foot wide sidewalks;
  - kk. Installation of university-furnished building graphics, including code required graphics;
  - ll. Provide 2 foot wide mow strip between tent and grass;
  - mm. Minimum 20 year warranty for defective parts and materials;
  - nn. Minimum 1 year warranty for labor; and
  - oo. Vendor experience of not less than 20 years in the design, fabrication and delivery of structures.
2. Five (5) open-sided tent structures with the following criteria:
- a. Size: forty by sixty (40 x 60) tent area;
  - b. Minimum roof slope of 25 degrees;
  - c. No exterior guy ropes or cables;
  - d. No exposed exterior structure;
  - e. Clear span with no interior supports;
  - f. Aluminum structure;
  - g. Galvanized steel components including, but not limited to anchor bolts, cable bracing and separation material when adjacent to aluminum;
  - h. Structure designed to meet 145 mph wind loads;
  - i. Structure designed to shed all rain off of the roof;
  - j. Translucent white panel located at peak to allow for natural light;
  - k. Replacement any section of architectural membrane in one day using minimal labor;
  - l. DuPont Tedlar architectural membrane, or approved equal, with a polyurethane top coat;
  - m. Architectural membrane weight no less than 24 ounces per square yard;

- n. Architectural membrane flame spread index of less than 25 in accordance with ASTM 84;
- o. Clear height of 8'-0" maintained around the entire perimeter;
- p. Structure designed to support two large overhead fans;
- q. Electrical rough-in for two (2) overhead fans;
- r. Two standard colors on each tent, not including translucent white panel at peak, with blackout material to prevent solar gain;
- s. Minimum 10 year warranty for defective parts and materials; and
- t. Minimum 1 year warranty for labor.

### **Add Alternates**

1. Vendor will provide main power panel to which campus power will be connected after final tent locations and campus electrical source have been identified.
2. Vendor will include an Allowance for connecting to campus power for a distance of 200 feet from the tents. All savings from Allowances will go back to Rice University, if electrical runs are less than 200 feet.
3. Provide a price to furnish and install two (2) each Big Ass Fans, or approved equal, in the five (5) open-sided tent structures.
4. Provide a price to provide preventive maintenance for the HVAC units associated with the enclosed tents for a period of five years, broken out by year.
5. Acceptance of Add Alternates will be made with the selected Vendor and incorporated into the Contract.
6. Provide an alternate to lease tents and associated equipment in lieu of purchasing tents. Separate credit for enclosed tents from open-sided tents.
7. Provide an alternate for providing sidewalk lighting utilizing the Rice-standard sidewalk fixture: LESCO DSX0 LED P1 30K T5M MVOLT RPA BL50 DDBXD MEZ 121196. Assume 20 pole-lights with a typical spacing of 20 feet on center.

### **Deductive Alternates**

1. Provide a deductive alternate to have Rice contract separately for the construction of the foundations only of the building along with the sidewalks, both the responsibility of the Vendor for the design.
2. Acceptance of Deductive Alternates will be made with the selected Vendor and incorporated into the Contract.

### **Construction**

1. A Pre-Construction Conference will be held at the jobsite prior to Turn-Key Vendor/Contractor mobilization. Vendor and Contractor are encouraged to visit the sites in advance of the Pre-Construction Conference. Vendor/Contractor must submit a COVID-19 work safe plan before to the Rice Facilities Engineering and Planning Project Manager before starting work.
2. Vendor will provide technical supervisor to assist with erection of tents.
3. Vendor will be responsible for all equipment and tools necessary for installation.

4. Vendor will provide temporary construction fencing with green privacy screen for the four (4) enclosed tent structures at the start of the construction.
5. Vendor will contract directly with company that will erect the tent structures.
6. Vendor or their contractor will be responsible for pulling building permit with the City of Houston.
7. Vendor or their contractor will be responsible for calling for city inspections for their final defined scope of work.
8. Entrance 4 off of Main Street will be used for all construction deliveries.
9. Vendor will work with Facilities Engineering and Planning Project Manager to develop construction site utilization plans.
10. Vendor/Contractor will be required to submit Certificate of Insurance in order to execute a contract.
11. No work will begin without a signed contract.
12. A Performance and Payment Bond is not required for this project.
13. Vendor/Contractor will complete Bid Form included in proposal.
14. Rice University is tax exempt.

### **Responsibilities of Rice**

1. Rice will provide all utilities necessary for construction at the jobsite.
2. Rice will provide parking for all workers in the west stadium lot at no charge. One supervisor truck may park on the construction site for the enclosed tents.
3. Rice will provide independent third party inspection services for materials testing.
4. Rice will contract with Geotechnical Engineer of record.
5. Rice will provide code required graphics to identify building and room numbers. Installation will be by Vendor.

### **Contract Form and Compensation**

The form of the contract between Rice University and the Vendor for the Design and Construction will be the Rice Short Form Contract (copy attached). The Vendor will be compensated monthly on a percentage-complete basis for services invoiced under the terms of the lump-sum fee agreement.

### **Proposal**

A proposal to provide the project services and deliverables specified herein must include the following items in order to qualify for Rice's consideration:

Description of the proposing organization's qualifications. The proposal will provide materials documenting the organization's experience with similar projects. Project photographs, locations, sizes, costs, dates, team members, and other relevant, non-confidential data are sought.

Information about proposed personnel. The proposal will provide materials documenting the proposed personnel, their experience, accomplishments, and proposed project roles. A project team organization chart and estimates of each individual's time involvement are encouraged.

Proposed lump-sum fee for the Design and Construction services and deliverables specified herein. The proposal will specifically indicate any proposed changes or additions to the described services and deliverables. In addition, the Vendor is asked to complete the attached Bid Form.

A summary table of hourly rates for the personnel categories. The rate table will be applied to additional service needs that might arise after contract execution.

Comments on the Rice contract forms. The proposal will include the proposer's specific comments on the terms of the Rice Short Form Contract. The proposal will state all specific exceptions to the terms and suggest possible substitute language. If the proposer takes no exceptions to any contract terms, the proposal will explicitly state acceptance of the contract forms.

Minority or HUB participation. The proposal will state if the proposer is a minority or historically underutilized business (HUB).

Schedule. The Vendor will submit a proposed schedule for both the enclosed tent structures and the open-sided tent structures. The Substantial Completion Date is August 17, 2020.

### **Proposal Submission and Inquiries**

Proposals are due at 3:00 PM (CST) on Friday, June 12, 2020 using the attached Bid Proposal Form. Proposals must be submitted electronically in Adobe PDF format to Rice Project Manager Larry Vossler, vossler@rice.edu. A hard copy of the proposal is not required; nevertheless, it will be accepted provided the electronic copy has been submitted. The hard copy due date is identical to the electronic due date.

All inquiries must be submitted electronically to Rice Project Manager Larry Vossler, vossler@rice.edu. no later than 24 hours prior to the submission due date. Inquiry responses will be provided electronically to all consultant candidates.

Rice reserves the right to award one contract for the enclosed tents structure and the open-sided tent structures or split the contracts – one for the enclosed tent structures and one for the open-sided tent structures; therefore, there are three sets of numbers for each Vendor to include on the bid form.

### **Proposal Evaluations, Interviews, and Selection**

The Rice Project Manager and Project Steering Committee will evaluate the proposals the week that the proposals are submitted. The experience and ability to meet the schedule are the highest criteria. Any proposed participation of minority or historically underutilized businesses, while not required, will be considered an advantage.

Rice will notify the successful Vendor approximately one week after the proposals are submitted, and final contract negotiations/revisions will commence immediately thereafter. Rice retains the right to negotiate all f costs prior to contract execution.

Rice University appreciates your company's interest and looks forward to receiving your submission for this important project.

Best regards,

  
Kathy Jones (In 4, 2020 17:18 CDT)

Kathleen K. Jones, AIA  
Associate Vice President  
Facilities Engineering and Planning, MS-312  
6100 Main Street  
Houston, TX 77005  
O: 713-348-5460  
C: 832-722-6121  
E: kjones@rice.edu

Attachments:

Campus map showing enclosed tent locations and options for open-sided tents  
Enlarged Site Plan  
Rice Short Form Contract  
Bid Form






# 2020-06-002 - Turn-key Design and Construction Services\_Tent Structures

Final Audit Report

2020-06-04

Created:	2020-06-04
By:	Adriana Jimenez (abj2@rice.edu)
Status:	Signed
Transaction ID:	CBJCHBCAABAAjpqt-k-BGF4oKEUDJhNmQDQv467K55i4

## "2020-06-002 - Turn-key Design and Construction Services\_Tent Structures" History

-  Document created by Adriana Jimenez (abj2@rice.edu)  
2020-06-04 - 10:09:17 PM GMT- IP address: 168.7.251.234
-  Document emailed to Kathy Jones (KJONES@RICE.EDU) for signature  
2020-06-04 - 10:10:04 PM GMT
-  Email viewed by Kathy Jones (KJONES@RICE.EDU)  
2020-06-04 - 10:17:19 PM GMT- IP address: 107.77.220.173
-  Document e-signed by Kathy Jones (KJONES@RICE.EDU)  
Signature Date: 2020-06-04 - 10:18:29 PM GMT - Time Source: server- IP address: 168.7.255.156
-  Signed document emailed to Kathy Jones (KJONES@RICE.EDU), vossler@rice.edu and Adriana Jimenez (abj2@rice.edu)  
2020-06-04 - 10:18:29 PM GMT