



CSP #207864 – ORG 353- ANN RICHARDS STEAM ACADEMY - RENOVATION



Pre-Proposal Meeting Agenda

Date & Time: MONDAY, FEBRUARY 17, 2025, at 12:00 PM (CST)
Location: 3831 N. PRAIRIE CREEK ROAD DALLAS, TX 75227

1. Introduction: WALTER PEREZ, PROJECT MANAGER

Welcome attendees on behalf of Dallas ISD Construction Services, ANN RICHARDS STEAM ACADEMY, and Construction Services of Dallas Independent School District

Project Goal: Deliver a project fulfilling program requirements as defined by Education Specifications, Technical Design Guidelines, in accordance with the contract documents, applicable regulations, on time and on budget.

- Introduction of Project Team: Program Management Firm (MCKISSACK)
Dallas ISD Construction Services: DAVIS SHAJUANA, Dallas ISD Contract Manager, Director, TARA LOTT Dallas ISD Procurement Services, Alvaro Meza, Safety & Quality
School Representative: DR. CHRISTIE SAMUEL
A/E Firm: SBLM ARCHITECTS, Jeffrey Hills, Principal
M/WBE: Wilton Munnings, M/WBE, Tameka Sadler, SSP Consulting
Program Management Team: CHRIS LEIJA, Program Deputy Director, KENDALL ROOKS, Controls Manager, WALTER PEREZ, Project Manager

Introduction of other team members in Attendance: Program Management Firm

Attendance Verification: Distribution of sign-in sheet

Project Manual Front End Document, Section 00 11 17: Intention to Propose Form - if your firm will be submitting a proposal for this project, please submit this form to the attention of: Dallas ISD Procurement Services c/o Bond/Construction Services at Email: ProcurementCS@dallasisd.org

Project Information:
1. Dallas Independent School District Bond Program CSP Package: CSP # 207864
School Name/Org. No. ORG# 353, Ann Richards STEAM Academy - Renovation



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STEAM ACADEMY - RENOVATION



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2. Procurement Process: Procurement

Procurement/Bidding documents: Available to both GCs and Subs for purchase at: **PRINT ROOM** (Attention: **JON SAUVE**), **3610 OAK LAWN AVENUE, Dallas, TX, 75219**. Phone: **469-320-4942** Email: **tr3frontcounter@thomasprintworks.com**. Documents are also available at Plan Rooms for viewing (see page # of this agenda).

Communications: **All questions during the bidding process are to be submitted in writing to:**
Attention : Dallas ISD Procurement Services
Email: procurementcs@dallasisd.org

Responses to questions will be given via addenda only. The printers will issue all addendums to all registered plan holders. The addenda will also be listed on DISD’s website under ‘Bond Vendor Opportunities’. <https://www.dallasisd.org/Page/1275>

Critical Bidding Dates:

Last Day for receiving questions from Contractors: FEBRUARY 24, 2025, close of business.
Last Day for issuing Addenda: MARCH 04, 2025, close of business.
Proposal due Date/Time and Location:

Proposal due Date/Time and Location: Construction Services Office **9400 North Central Expwy, 8th Floor, Dallas, Texas, 75231**

- Receipt of Proposals (**Part 1-A, 1-B and Part 1-C**) DISD Bond Office: **MARCH 18, 2025, at 2:00 PM CST.**
- Receipt of MWBE Forms (**Part 2**) at DISD Bond Office: **MARCH 19, 2025, at 3:00 PM CST time.**
- Proposal Opening and Public Reading by Zoom: Dallas ISD Bond Office **3/19/2025 and ZOOM Link at 3:00 PM local time.**

Join the meeting now
Meeting ID: 264 038 274 607
Passcode: gG3nB6EA

Proposal Packaging: Requirements

CSP Process - Gives the District the ability to identify the Best Value Bidder for the project, not necessarily the low bidder – Cost carries 40% of the weight. The Evaluation Criteria are published in the Project Manual for this CSP in Section 00 21 13 under the Instruction to Proposers.

- Explain Selection Criteria – Scoring based on data provided only.
- Do not miss the information. No subjectivity.
- The Evaluation Committee will contact the references provided two times only.

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Post Bid:

Target Board Approval Meeting – **MAY 25, 2025**

3. Safety Program: (Alvaro Meza or Safety Representative)

- Ensure to Include on the bid package, Current EMR/Letter from Insurance carrier
- Submit Contractor's own safety plan or DISD's Minimum Safety Guidelines can be adopted. Ensure to mark if a contractor is adopting the DISD Manual.
- If you are adopting the Minimum Guidelines, it should be noted on your company letterhead and submitted with the Proposal.
- Safety Coordinator qualifications and percentage on the project.

All bidders to note:

- The contractor is ultimately responsible for safety.
- A Site-Specific Safety Plan must be developed and implemented post-award, by the selected Contractor.
- A Site Specific Safety Orientation must be developed and implemented post-award, by the selected Contractor.
- Approved Barriers: Outdoor 6 Ft Chain link fence/ Indoor: Hardcover, Plywood, Drywall
- Badges are required at all times.
- The project in this package is not a greenfield site.
- *Awarded Contractor must develop a site-specific COVID-19 Exposure Prevention, Preparedness, and Response that can help guide protective actions against COVID-19. The plan must be based on information available from the CDC, OSHA, and all applicable public officials.*

4. M/WBE Program Requirements: (PMF MWBE Representative)

- District's M/WBE participation goal is 30% for construction-related projects.
- M/WBE Compliance Guidelines and Forms are required for all solicitations over \$50,000.
- The M/WBE team is available to provide lists of certified M/WBE subcontractors upon request.
- Bonding and technical assistance will be provided by SSP Consulting, LLC Office: (214) 220-9098 or (972) 725-7318 to M/WBEs and small business owners interested in bidding on district construction projects as a prime contractor or subcontractor. Tameka Sadler (C49893@dallasisd.org, tsadler@sspconsulting.com) is the point of contact.
- Failure to submit or sign the M/WBE Compliance Guidelines and Forms package to the District by 3:00 p.m. on Bid Day 2 will result in a loss of all points.
- M/WBE Coordinator KENDALL ROOKS, **469.998.7125**; C105255@dallasisd.org

5. Contract Issues: Procurement

- General Contractor AIA contract template. No changes will be allowed.
- Contract Time: **Target substantial completion: FEBRUARY 28, 2026**
- Project Construction Budget including all allowances: **Total CCL: \$ 2,579,550.00**

6. Specific Project Requirements: (Architect and Project manager names)

- Critical phasing Phase I, Phase II
- Substantial completion date for this school

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- School Calendar
- Construction staging area.
- Swing space
- Coordination with other Contractors & Vendors: Atmos, Oncor, Technology, etc.
- Noise control.
- Custodian overtime costs
- Respect the community, neighborhoods, and City requirements.

Scope of Work: (JEFFREY HILL)

1. Provide security updates including cameras, card access readers, door contacts, and weapon management systems.
2. Mechanical/HVAC improvements including replacing HVAC systems
3. Replace fire alarm system
4. Provide new marquee sign located at front entry
5. Replace ceiling tiles in auditorium

Project Schedule: (JEFFREY HILL)

Proposed August 2025 start
Substantial February 28, 2026
Secure vestibule and admin remodel priority
Work summer/ nights/weekends/ holidays as required

7. Questions & Answers

Please send your questions in writing to: procurementcs@dallasisd.org