



Pre-Proposal Meeting Agenda



**ORG 503 – Career Institute West – New Construction
J503_P1000_1**

1. Introduction: **Brittni Parker**

Welcome attendees on behalf of Dallas ISD Construction Services.

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:

Dallas ISD	Tara Lott, Director of Procurement, Construction Services Deborah Burkhalter - Ellis – Assistant Buyer, Construction Services
A/E Firm	Josh Burkhart, WRA Architects, Inc.
M/WBE	Wilton Munnings, Dallas ISD M/WBE Bond Program Manager
SSP Consulting	Tameka Sadler
Safety	Alvaro Meza, Director Construction Safety & Quality William French, Safety Manager
Program Management	AECOM Monte Thornburg Program Director Brittni Parker, Controls Manager Champion Johnson, MWBE Coordinator Zafar Syed, Design Manager Jason Colley, Construction Manager

Attendance Verification: **Remind all to sign and provide contact information.**

Project Information:

1. Dallas Independent School District - 2020 Bond Program

CSP	207876
School Name/Org. No.	Career Institute West / Org 503

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2. Procurement Process: Brittni Parker

Bidding documents: Available at **Thomas Printworks** (Attention: **Jon Sauve**), **3610 Oak Lawn Avenue, Dallas, TX 75219** Phone: **214-880-0022** Email: **jon.sauve@thomasprintworks** to both GCs and Subs for purchase. Documents are also available at Plan Rooms for viewing. Please submit the 'Intention to Bid Form (List of Plan Rooms on last page.)

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. Any addendum issued will be listed or posted at the **Dallas ISD Construction Services** website <http://www.dallasisd.org/> Click on “**Departments**”; click on “**Construction Services/Bond Office**”; click on “**Bond Vendor Opportunities**”; then click on the bid package number. Any and all addenda that are too large in size for the website will not be posted on the District website. However, all such addenda will be with the date of issuance of each addendum, and instructions to proposers for procuring such addenda from Lawton Reprographics.

Critical Bidding Dates:

Last Day for receiving questions from Contractors: **March 31, 2025**

Addenda Issued: **April 08, 2025**

Deliver proposals to: Construction Services Office **9400 North Central Expwy, Suite 800, Dallas, Texas, 75231**

- Receipt of Proposals (**Part 1-A, 1-B and Part 1-C**) Construction Services Office: Tuesday, **April 22, 2025, at 2:00 PM CST.**
- Receipt of MWBE Forms (**Part 2**) at Construction Services Office: Wednesday, **April 23, 2025, at 3:00 PM CST.**
- Any materials received after the respective closing dates / times will not be considered.
- The District will open and read the names of the proposers and prices submitted in responsive CSPs beginning at 3:00 P.M. CST upon submittal of Part 2 of the Package, via Google Meet.

Zoom Link Information:

<https://us05web.zoom.us/j/89642004841?pwd=haU3o3SPrawIN5sSUwQaPspK7cr8jy.1>

Meeting ID: 896 4200 4841

Passcode: 5uePvJ

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Proposal Packaging: Requirements

CSP Process - Gives the District the ability to identify the Best Value Bidder for the project; not necessarily low bidder – Cost carries **40%** of the weight.

- Explain Selection Criteria: Scoring based on data provided only.
- Do not miss information. No subjectivity.
- Evaluation Committee will contact references provided.

Post Bid:

Target Board Approval Meeting – **June 26, 2025**

3. Safety Program: **Alvaro Meza / William French**

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

All bidders to note:

- 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: Hard cover, Plywood, Drywall.
- Badges required at all times.
- *Awarded Contractor must develop a site specific COVID-19 Exposure Prevention, Preparedness, and Response that can help guide protective actions against COVID-19. Plan must be based on information available from the CDC, OSHA, and all applicable public officials.*

4. M/WBE Program Requirements: **Champion Johnson**

- District's M/WBE aspirational goal is **30%** for construction related projects.
- M/WBE Compliance Guidelines and Forms are required for all solicitations over \$50,000.
- 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, L.C. 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, Office Number: 972-925-7318) is the point of contact.
- Failure to submit the M/WBE Compliance Guidelines and Forms package to the District by **set time on Bid Day 2** will result in a loss of points regarding the M/WBE submittal.
- **AECOM MWBE Coordinator Champion Johnson; 972.925.7282; C108686@dallasisd.org**

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5. Contract Issues:

- General Contractor contract template. No changes allowed.
- Contract Time: **Target substantial completion dates** is as follows: **NTP + 540 days**
- Project Construction Budget including all allowances: **\$75,872,072.00**
- Insurance Certificates
- Bonds
- Divisions 0-33

6. Specific Project Requirements:

- School calendar
- Requirements to meet substantial completion
- Custodian overtime costs
- Moving Services under GC

Scope of Work: (ARCHITECT SPEAKS.)

Org 503 – Career Institute West - Project consists of the following:

A new 2 story replacement school on a clean site where the existing school has already been demolished. The new building is approximately 146,000 square feet including a storm shelter in Unit D. The Career Technical Education facility will include some typical classrooms, but will mainly contain labs focused around the technical trades including healthcare, building trades, HVAC, automotive mechanics, aviation and more. The structure is a steel frame on a structured slab over a crawlspace on augur cast piers. ICF walls are used in the shelter (Unit D) and CMU walls in many of the lab spaces (Units C & D) while more conventional steel framing is used in the administration and more typical teaching spaces (Units A & B).

7. Questions & Answers

Please send your questions in writing to:

Attention: Dallas ISD Procurement Services
Email: ProcurementCS@dallasisd.org



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A list of Plan Rooms and other entities that have documents available for viewing are as follows:

DRAWINGS AND SPECIFICATIONS ARE AVAILABLE AT THE FOLLOWING:

Dallas/Fort Worth Minority Supplier Development Council

Sha’Ron Richardson construction@dfwmsdc.com 214.630.0747
8828 N. Stemmons Freeway, Suite 550 Dallas, TX
75247

Regional Hispanic Contractors Association

John H. Martinez john@regionalhca.org 972.786.0909
2210 W. Illinois Avenue Dallas, TX
75224

Regional Black Contractors Association of North Texas, Inc.

John Proctor info@blackcontractors.org 214.565.8946
Kimberly Sparks KSparks@blackcontractors.org
2627 Martin Luther King Jr. Blvd Dallas, TX 75215

Fort Worth Hispanic Chamber of Commerce

Gilbert Juarez gilbert@pic-printing.com 817.625.5411
1327 N. Main Street <https://www.fwhccplanroom.com/>
Fort Worth, TX 76164

Greater Dallas Hispanic Chamber of Commerce

Gabriela Carvallo gabriela@gdhcc.com 214.521.6007
1402 N. Corinth St., Ste 225 Dallas, TX
75215

Construction Connect

Michael Stubbs Content@ConstructConnect.com 800.364.2059
30 Technology Parkway South, Suite 100 Norcross, GA
30092

Dodge Data & Analytics formerly McGraw-Hill Construction Dodge

Toni Lawson toni.lawson@construction.com 817.375.2942
4300 Beltway Place, Suite 150 support@construction.com
76018 Arlington, TX

Dallas Black Chamber of Commerce

Marnese Elder MElder@DBCC.org 214.421.5200
2922 Martin Luther King Jr. Blvd., Building A, Suite 104 Dallas, TX
75215

Greater Dallas Asian American Chamber of Commerce

Margie Padilla accounting@gdaac.com 972.241.8250
1402 Corinth Street, Suite 1070 Dallas, TX
75215

Fort Worth Metropolitan Black Chamber of Commerce

Jeremiah Anderson janderson@fwmbcc.org 817.871.6558
1150 South Fwy, Suite 211 Fort Worth, TX
76104

Virtual Builders Exchange, LLC

Jeannette Olguin jeannette@virtualbx.com 214.687.9000
5430 LBJ Freeway, Suite 1200 Dallas, TX 75240