

**REQUEST FOR QUALIFICATIONS  
FOR  
CAMPUS MASTER PLANNING  
PROFESSIONAL SERVICES  
  
FOR  
TEXAS STATE UNIVERSITY  
SAN MARCOS, TEXAS**

**CAMPUS MASTER PLANNING  
SERVICES**

***RFQ No.:***

**758-23-09102**

***Submission Date:***

**February 2, 2023 – 2:00 p.m. (C.S.T.)**

**Prepared By:**

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**REQUEST FOR QUALIFICATIONS FOR  
CAMPUS MASTER PLANNING SERVICES  
TEXAS STATE UNIVERSITY  
SAN MARCOS, TEXAS  
CAMPUS MASTER PLAN  
RFQ NO.: 758-23-09102**

**SECTION 1 – GENERAL INFORMATION & REQUIREMENTS**

- 1.1 **GENERAL INFORMATION:** The Texas State University System (“Owner”) and **Texas State University (“University”)** are soliciting Statements of Qualifications (“Qualifications”) for selection of a master planning firm (“Master Planner”) to provide **Master Planning Services** for the **Texas State University in San Marcos and Round Rock, Texas** (the “Project”), in accordance with the terms, conditions, and requirements set forth in this Request for Qualifications (“RFQ”). The Owner is interested in selecting a firm that has direct experience in the master planning of facilities for institutions of higher education. Prospective Master Planner firms are hereinafter referred to as “Respondents”.
- 1.1.1 Collecting Qualifications in response to this RFQ is the first step in selecting a Master Planner. This RFQ provides the information necessary for Respondents to prepare and submit Qualifications for consideration by the Owner. In the next step the Owner will determine an initial ranking of the Respondents. If the initial ranking of the Respondents is reasonably conclusive, the Owner may make a “most qualified” selection based upon the written Qualifications only. If not, then the Owner may conduct interviews with a “short list” of Respondents.
- 1.1.2 The Owner may select up to three (3) of the top ranked qualified Respondents to participate in an interview with the Owner to confirm and clarify the Qualifications submitted and to answer additional questions. The Owner will then rank the interviewed Respondents in order to determine a single most qualified Respondent.
- 1.1.3 After selecting the most qualified Respondent the Owner will negotiate the detailed professional services to be provided by the Respondent and a suitable fee for those services. The Owner will request a fee proposal from the most qualified Respondent, with supporting information demonstrating that the requested fee is justified by the level of effort (and related personnel costs) required to provide the services necessary for the Project. Potential Respondents should be aware that, except in unusual cases, the Owner does not consider billable time incurred while traveling to and from the Project site, Owner’s offices, or Board of Regents meetings, as necessary to the completion of the Project. Potential Respondents whose offices are located where such time-consuming travel will be regularly required in the performance of services for the Project, should consider this policy when deciding whether or not to submit their Qualifications.
- 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 solicitation is completed. The Owner complies with all statutes, court

decisions, and opinions of the Texas Attorney General with respect to disclosure of RFQ information. Additionally, pursuant to the provisions of *Texas Government Code* Section 2261.253, the contract resulting from this solicitation may be posted on the Owner's website.

1.3 TYPE OF CONTRACT: Any contract resulting from this solicitation will be in a form similar to the Owner's Standard Architect/Engineer Agreements, a copy of which is posted on the Owner's website at: <http://www.tsus.edu/offices/finance/capital-projects.html>  
The Agreement should be viewed as a draft and is subject to change.

1.4 CLARIFICATIONS AND INTERPRETATIONS: Discrepancies, omissions or doubts as to the meaning of RFQ documents shall be communicated in writing to the Owner for interpretation. Any responses to inquiries, clarifications, or interpretations of this RFQ that materially affect or change its requirements will be posted by the Owner as written addenda. All such addenda issued by the Owner before the proposals are due, become part of the RFQ. Respondents shall acknowledge receipt of and incorporate each addendum in its Qualifications. Respondents shall be required to consider only those clarifications and interpretations that the Owner issues by addenda. 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. It is the responsibility of all Respondents to check the status of formal addenda five (5) calendar days prior to the submittal deadline. The deadline for the receipt of written questions and submittal deadline is stated in Section 2.4.

1.4.1 ADDENDA AND AWARD INFORMATION, WILL BE ISSUED BY THE OWNER FOR THIS RFQ VIA THE ELECTRONIC BUSINESS DAILY WEBSITE AT THE FOLLOWING LINK: <http://www.txsmartbuy.com/sp>  
REFERENCE "BOARD OF REGENTS/TXST UNIV SYS – 758" AND THE RFQ NUMBER PROVIDED IN THIS RFQ

1.5 SUBMISSION OF QUALIFICATIONS:

1.5.1 The Qualifications must be received **at the address specified in Section 1.5.2 prior to the date and time deadline.** Please note that overnight deliveries such as FedEx and UPS arrive at a central campus location but are not usually delivered to the specified location until after the time deadline. Respondents are advised to use other methods of delivery or, if using an overnight delivery service, to send the Qualifications a day earlier than usual. The Owner will not consider any response to this solicitation that is not received at the address specified by the deadline, regardless of whether it has been received by the College.

1.5.2 DEADLINE AND LOCATION: The Owner will receive Qualifications for RFQ No. 758-23-09102 at the time and location described below.

**February 2, 2023 – 2:00 p.m. (C.S.T.)**

Pascuala Roque, Associate Director Facilities Contracts & Procurement

Texas State University  
151-2 East Sessom  
Physical Plant, Suite 104

San Marcos, Texas 78666

- 1.5.3 Submit **seven (7)** identical hard copies of the Qualifications and one (1) digital copy on a USB/flash drive in Adobe Acrobat PDF format. An original signature must be included on the Respondent's "Execution of Offer" document submitted with each hard copy.
  - 1.5.4 Submit **two (2)** identical copies of the HUB Subcontracting Plan ("HSP") and one (1) digital copy on a USB/flash drive in Adobe Acrobat PDF format, as a separate attachment from the Qualifications. See Section 1.13.
  - 1.5.5 Qualifications and HSP materials received after the deadline in Section 1.5.2 will be returned to the Respondent unopened. The Point-of-Contact identified in Section 1.6 will identify the official time clock at the RFQ submittal location identified above.
  - 1.5.6 The Owner will not acknowledge or consider Qualifications and HSP materials that are delivered by telephone, facsimile (fax), or electronic mail (e-mail).
  - 1.5.7 Properly submitted Qualifications will not be returned to Respondents.
  - 1.5.8 Qualifications and HSP materials must be enclosed in a sealed envelope (box or container) addressed to the Point-of-Contact person. Packages must clearly identify the submittal deadline, the RFQ title and number, and the name, return address and email address of the Respondent contact on all envelopes. The HSP shall be included with the Qualifications packet but sealed separately.
  - 1.5.9 Properly submitted Qualifications will be opened publicly and the names of the Respondents will be read aloud immediately after the submission of Qualifications deadline stated in Section 1.5.2.
- 1.6 **POINT-OF-CONTACT:** The Owner designates the following person as its representative and Point-of-Contact for this RFQ. Respondents shall restrict all contact with the Owner and direct all questions regarding this RFQ, including questions regarding terms and conditions and technical specifications, to the Point-of-Contact person **by email only.**
- Pascuala Roque, Associate Director Facilities Contracts & Procurement  
Texas State University  
Email: pr16@txstate.edu
- 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 a Selection Committee appointed by the President of Texas State University, or their designee. Typically, the committee will include both present and future users of the campus facilities envisioned by the Project and by facilities professionals, including representation from the Owner. The top three (3) or fewer ranked Respondents may be selected by the Owner for further consideration by participating in an interview wherein Qualifications will be presented and examined in further detail and where questions will be posed by the Selection Committee and answered by the Respondent.

- 1.7.1 Qualifications submittals should not include any information regarding Respondent's proposed fees, pricing, or other compensation considerations as these will not be a factor in the selection of the most qualified Respondent.
- 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 Project. The Owner reserves the right to divide the Project into multiple parts, to reject any and all Qualifications and re-solicit for new Qualifications, or to reject any and all submissions and temporarily or permanently abandon the Project. Owner makes no representations, written or oral, that it will enter into any form of agreement with any Respondent to this RFQ for any Project and no such representation is intended or should be construed by the issuance of this RFQ.
- 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" Respondent(s) will require subjective judgments by the Owner. Determinations by the Selection Committee will be subject to routine administrative review by the Owner's executive officers but, once a selection is announced, it will not be subject to further review.
- 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 OPTIONAL PRE-SUBMITTAL CONFERENCE: An optional pre-submittal conference is scheduled for:
- January 17, 2023 – 10:00 a.m. (C.S.T.) at:**
- LBJ Student Center & Visitors Center  
301 Student Center Drive, Conference Room 3-14.1  
San Marcos, Texas 78666
- Parking: Fee-based parking is available in the LBJ Student Center Parking Garage.
  - Map: <https://map.concept3d.com/?id=308#!ct/60157,51362,49975,19956,19954,19314,18453?s/>
- 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 Owner and each of its component institutions, to promote and encourage contracting and subcontracting opportunities for Historically Underutilized Businesses ("HUB" or "HUBS") in all contracts. Accordingly, specific plans and representations by Respondents that appear to facilitate the State's commitment to supporting HUB enterprises are required in the selection process. Failure to submit specific plans and representations regarding HUB utilization, or failure to address the subject at all, will be interpreted by the Selection Committee as an intention not to support the program and will disqualify the Respondent. A HUB Subcontracting Plan (HSP) is required as a part of the Respondent's Qualifications.

- 1.13.1 The HSP information may be downloaded from the Texas State Comptroller’s website at the following URL link: <https://comptroller.texas.gov/purchasing/vendor/hub/forms.php>
- 1.14 **CERTAIN PROPOSALS AND CONTRACTS PROHIBITED:** Under Section 2155.004, *Texas Government Code*, a state agency may not accept a proposal or award a contract that includes proposed financial participation by a person who received compensation from the agency to participate in preparing the specifications or request for proposals on which the proposal or contract is based. All vendors must certify their eligibility by acknowledging the following statement, “Under Section 2155.004, Government Code, the vendor 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.” If a state agency determines that an individual or business entity holding a state contract was ineligible to have the contract accepted or awarded as described above, the state agency may immediately terminate the contract without further obligation to the vendor. This section does not create a cause of action to contest a proposal or award of a state contract.
- 1.15 **SALES AND USE TAXES:** Section 151.311, *Texas Tax Code*, 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 Owner. 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 (*Texas Tax Code* Chapter 171). The Respondent agrees that each subcontractor and supplier under contract will also provide a certification of franchise tax status.
- 1.17 **DELINQUENCY IN PAYING CHILD SUPPORT:** 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.
- 1.18 **STATE REGISTRATION OF ARCHITECTURAL FIRMS:** Respondents are advised that the Texas Board of Architectural Examiners requires that any entity (including architects, landscape architects and interior designers) providing architectural services (including architects, landscape architects and interior designers) to the public must register with the Texas Board of Architectural Examiners. An entity is defined as a sole proprietorship, firm, partnership, corporation, or joint stock association. The Texas Board of Architectural Examiners, 505 East Huntland Drive, Suite 350, Austin, Texas 78752, telephone (512) 305-9000, has jurisdiction over individuals licensed under the Architects’ Registration Law, Chapter 1051, *Texas Occupations Code*.
- 1.19 **STATE REGISTRATION OF ENGINEERING FIRMS:** Respondents are advised that the Texas Board of Professional Engineers requires that any entity providing engineering services to the



public must register with the Texas Board of Professional Engineers. An entity is defined as a sole proprietorship, firm, partnership, corporation, or joint stock association.

- 1.20 NON-BOYCOTT ISRAEL VERIFICATION: Pursuant to Section 2270.002 of the *Texas Government Code*, Respondent certifies that either (i) it meets an exemption criteria under Section 2270.002; or (ii) it does not boycott Israel and will not boycott Israel during the term of the contract resulting from this solicitation. Respondent shall state any facts that make it exempt from the boycott certification in its Response.
- 1.21 CYBERSECURITY TRAINING PROGRAM: Pursuant to Section 2054.5192, *Texas Government Code*, Master Planner and its consultants, officers, and employees, who are provided credentials granting access to Component's computer system also known as Component's information system, must complete a cybersecurity training program certified under Section 2054.519, *Texas Government Code* as selected by the Component. The cybersecurity training program must be completed during the term and any renewal period of this Agreement. The Master Planner shall verify in writing completion of the program to the Component within the first thirty (30) calendar days of the term and any renewal period of this Agreement. Failure to comply with the requirements of this section are grounds for termination for cause of the Agreement.
- 1.22 CERTIFICATION REGARDING BUSINESS WITH CERTAIN COUNTRIES AND ORGANIZATIONS: Pursuant to Subchapter F, Chapter 2252.152, *Texas Government Code*, Respondent hereby certifies it is not engaged in business with Iran, Sudan, or a foreign terrorist organization. Respondent acknowledges this Agreement may be terminated and payment withheld if this certification is inaccurate.
- 1.23 NON-DISCRIMINATION OF FIREARM INDUSTRY VERIFICATION: Pursuant to Chapter 2274, *Texas Government Code* (as enacted in SB 19 in the 87<sup>th</sup> Regular Legislative Session [2021]), Respondent hereby verifies that either (i) it has less than ten (10) full time employees; or (ii), it does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association (as defined under Section 2274.001, *Texas Government Code*) and will not discriminate during the term of this Agreement against a firearm entity or firearm trade association.
- 1.24 ANTI-BOYCOTT ENERGY COMPANIES VERIFICATION: Pursuant to Chapter 2274.002, *Texas Government Code* (as enacted in SB 13 in the 87<sup>th</sup> Regular Legislative Session [2021]), Respondent hereby certifies that either (i) it has less than ten (10) full time employees or (ii) it does not "boycott energy companies" (as defined under Section 809.001, *Texas Government Code*) and will not "boycott energy companies" during the term of this Agreement.
- 1.25 VACCINE PASSPORT PROHIBITION: Pursuant to Section 161.0085, *Texas Health and Safety Code* (as enacted in SB 968 in the 87<sup>th</sup> Regular Legislative Session [2021]), Respondent hereby certifies that it does not require its customers to provide any documentation certifying the customer's COVID-19 vaccination or post-transmission recovery on entry to, to gain access to, or to receive service from Respondent's business. Respondent acknowledges that such a vaccine or recovery requirement would make Respondent ineligible for a state-funded contract and shall be grounds for termination of this Agreement for cause.
- 1.26 CRITICAL INFRASTRUCTURE AFFIRMATION: Pursuant to Section 2274.0102, *Texas Government Code*, Respondent certifies that neither it nor its parent company, nor any affiliate of



Respondent or its parent company, is (i) majority owned or controlled by citizens or governmental entities of China, Iran, North Korea, Russia, or any other country designated by the Governor under Section 2274.0103, *Texas Government Code*, or headquartered in any of those countries.

## **SECTION 2 – EXECUTIVE SUMMARY**

- 2.1 Texas State University is a public research university located in San Marcos, Texas with a second campus in Round Rock, Texas. It serves over 38,000 students, offering over 200 bachelor’s, master’s, and doctoral degree programs. Texas State University is also classified as a Carnegie “R2: Doctoral Universities – High research activity” and an “emerging research university” by the State of Texas with over \$100 Million a year in research expenditures. It is comprised of over 8 Million gross square feet in facilities and its campuses are located on over 600 acres with an additional 4,000 acres of agriculture, research, and recreational areas.

Founded in 1899 to prepare the best teachers in the state, Texas State University has a legacy of preparing students to make an impact in the world, including Lyndon B. Johnson, the only U.S. president to graduate from a college in Texas.

Texas State University is deeply committed to the success of all students while pursuing Carnegie’s “R1: Doctoral Universities – very high research activity” classification. The university is developing a strategic plan to enhance its Research and Development and intellectual property portfolio, expand its Ph.D. programs, and increase opportunities for post-doctoral research while also developing strategies to further student success.

The university welcomed its 10th president, Kelly R. Damphousse, in July 2022.

- 2.2 **MISSION STATEMENT:** Texas State University is a doctoral-granting, student centered institution dedicated to excellence and innovation in teaching, research, including creative expression, and service. The university strives to create new knowledge, to embrace a diversity of people and ideas, to foster cultural and economic development, and to prepare its graduates to participate fully and freely as citizens of Texas, the nation and world.

- 2.3 **PROJECT DESCRIPTION AND SCOPE:** The Owner is seeking the services of a qualified Master Planner with significant higher education campus master planning experience to prepare a Campus Mater Plan (“CMP”) to capture a ten (10) year vision for the Texas State University campuses and align with the University’s strategic plan. The CMP must be presented for approval by The Texas State University Systems Board of Regents, no later than the November 2024 regular meeting. In addition to the ten (10) year CMP, the Master Planner may be asked to prepare an update to the approved CMP at any time during the ten (10) year term of the CMP. Such an update could include an evaluation and confirmation that the overall CMP remains sound and relevant. Master Planning services are expected to entail the following:

- 2.3.1 Investigation and Assessment of Existing Conditions including, but not limited to, the following:
- 2.3.1.1 Current University strategic plan
  - 2.3.1.2 Current and historic campus master plans
  - 2.3.1.3 Current and forecasted student population growth
  - 2.3.1.4 Natural and built systems

- 2.3.1.5 History of the Campus and place
- 2.3.1.6 Building use and character
- 2.3.1.7 Landscape and vegetation
- 2.3.1.8 Public Art
- 2.3.1.9 Centers and edges
- 2.3.1.10 Surface hydrology
- 2.3.1.11 Geology and landforms
- 2.3.1.12 Water and sewer
- 2.3.1.13 Mechanical, electrical, telecommunications, and other infrastructure
- 2.3.1.14 Codes and regulations
- 2.3.1.15 Contextual influences
- 2.3.1.16 Transportation systems and parking
- 2.3.1.17 Access
- 2.3.1.18 Circulation
- 2.3.2 Conceptual and preliminary planning including, but not limited to, the following:
  - 2.3.2.1 Establishment of guiding principles.
  - 2.3.2.2 Preparation of area plans allowing greater detailed exploration of items such as building setbacks, massing, envelope criteria, building systems, pedestrian and vehicular circulation systems, service points, treatment of open spaces and entrances, and landscape composition.
  - 2.3.2.3 Establish design guidelines for architectural, landscape and streetscapes
  - 2.3.2.4 Define existing buildings and facilities to remain or replace and proposed new buildings and facilities.
- 2.3.3 Final CMP Deliverable should contain the following items:
  - 2.3.3.1 Demographic Analysis
  - 2.3.3.2 Enrollment Projections
  - 2.3.3.3 Programming/Space Projections
  - 2.3.3.4 Environmental Analysis (Natural/Built)
  - 2.3.3.5 Context Analysis (Local and regional history and background)
  - 2.3.3.6 Facility Use and Condition Assessment
  - 2.3.3.7 Historic Facility Survey
  - 2.3.3.8 Site Surveys
  - 2.3.3.9 Building and Land Use Plan (near term and long-range)
  - 2.3.3.10 Demolition or Deferred Maintenance
  - 2.3.3.11 Open Space and Landscape Plan
  - 2.3.3.12 Transportation and Parking
  - 2.3.3.13 Utilities Infrastructure
  - 2.3.3.14 Technologies Infrastructure
  - 2.3.3.15 Adjacent Land Use Analysis
  - 2.3.3.16 Land Acquisition and Disposition Strategy
  - 2.3.3.17 Environmental Impact Statement
  - 2.3.3.18 Safety and Security Plan
  - 2.3.3.19 Economic Impact Analysis
  - 2.3.3.20 Wayfinding and Signage Plan

- 2.3.3.21 Implementation Plan (with cost estimates and phasing plan)
- 2.3.3.22 Guidelines:
  - 2.3.3.22.1 Architectural
  - 2.3.3.22.2 Landscape
  - 2.3.3.22.3 Infrastructure

2.4 **PROJECT PLANNING SCHEDULE:** Key Project schedule milestones (subject to change) are as follows

2.4.1	Owner publishes RFQ for Campus Master Planning Services.....	01/05/2023
2.4.2	Optional Pre-Submittal Conference (10:00 a.m.).....	01/17/2023
2.4.3	RFQ submittal of questions deadline (12:00 p.m.).....	01/24/2023
2.4.4	Deadline for submittal of Qualifications and HSP (2:00 p.m.).....	02/02/2023
2.4.5	Owner announces “short-list” of Respondents selected for interviews (if required) .	02/09/2023
2.4.6	Owner interviews Respondents (if required).....	02/16/2023
2.4.7	Owner selects most qualified Respondent.....	02/17/2023
2.4.8	Owner negotiates fee and executes Agreement.....	03/20/2023
2.4.9	Master Planning Process begins .....	03/27/2023
2.4.10	Final Draft Campus Master Plan submitted to Owner for Review and Approval	06/30/2024
2.4.11	Presentation to Planning and Construction Committee of the Board of Regents .	08/22/2024
2.4.12	Presentation for Approval by the Board of Regents.....	11/21/2024

The actual detailed schedule for all production elements of the Project will be the subject of the scope and fee negotiations concluded between the Owner and the Master Planner prior to executing the Agreement.

**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 **CRITERION ONE: RESPONDENT’S STATEMENT OF QUALIFICATIONS AND AVAILABILITY TO UNDERTAKE THE PROJECT** (Maximum of two (2) printed pages per question) (Criterion Weight: 10%)

- 3.1.1 Provide a statement of interest for the Project including a narrative describing the Respondent’s unique qualifications as they pertain to this particular Project.
- 3.1.2 Provide a statement on the availability and commitment of the Respondent and its principal(s) and assigned professionals to undertake the Project.
- 3.1.3 Provide a brief history of the Respondent’s firm and each consultant proposed for the Project.

3.2 **CRITERION TWO: RESPONDENT’S ABILITY TO PROVIDE SERVICES** (Criterion Weight: 10%)

- 3.2.1 Provide the following information for the Respondent:
    - 3.2.1.1 Legal name of the company as registered with the Secretary State of Texas.
    - 3.2.1.2 Address of the office that will be providing services.
    - 3.2.1.3 Number of years in business.
    - 3.2.1.4 Type of Operation (Individual, Partnership, Corporation, Joint Venture, etc.).
    - 3.2.1.5 Number of employees by skill group.
    - 3.2.1.6 Annual revenue totals for the past ten (10) years.
  - 3.2.2 Identify if the Respondent's firm or any of its consultant team is currently for sale or involved in any transaction to expand or to become acquired by another business entity. If yes, please explain the impact both in organizational and directional terms.
  - 3.2.3 Provide any details of all past or pending litigation or claims filed against the Respondent's firm or any of its consultant team that would affect Respondent's performance under a contract with the Owner.
  - 3.2.4 Identify if the Respondent is currently in default on any loan agreement or financing agreement with any bank, financial institution, or other entity. If yes, specify date(s), details, circumstances, and prospects for resolution.
  - 3.2.5 Declare if any relationship exists by relative, business associate, capital funding agreement, or any other such kinship between Respondent's firm and any Owner employee, officer or Regent. If so, please explain.
- 3.3 CRITERION THREE: RESPONDENT'S ABILITY TO PROVIDE MASTER PLANNING SERVICES (Criterion Weight: 25%)
- 3.3.1 Describe, in graphic and written form, the Respondent's proposed Project assignments and lines of authority and communication for its principals and key professional members, including each consultant's staff that will be involved in the Project. Indicate the estimated percent of time these individuals will be involved in the Project.
  - 3.3.2 Provide resumes stating the experience and expertise of the Respondent's professional members and each consultant's staff that will be involved in the Project, including their experience with similar projects, the number of years with the firm, and their city of residence.
  - 3.3.3 Clearly identify the members of the proposed team who worked on the listed projects in Criterion 3.4 and describe their roles in those projects.
  - 3.3.4 Describe the basis for the selection of any proposed consultants included in the master planning team and the role each will play for this Project.
  - 3.3.5 Describe Respondent's process in working with consultants and integrating them into the master planning process.
  - 3.3.6 Identify the Respondent's experience working with any proposed consultants in the past five (5) years.

3.4 CRITERION FOUR: RESPONDENT'S PERFORMANCE ON PAST REPRESENTATIVE PROJECTS (Criterion Weight: 25%)

- 3.4.1 List no less than three (3) but no more than five (5) master planning projects for which Respondent provided services that are **most directly related to this Project**. List the projects in order of priority, with the most relevant project listed first and which best illustrate current experience and capabilities relevant to this Project. Previous Owner projects and/or any other state-funded projects or projects for institutions of higher education are preferred. Provide the following information for each project listed:
- 3.4.1.1 Project name, location, and description.
  - 3.4.1.2 General description of the scope of the master planning effort involved in the project, including the area covered, gross square footage of existing and planned improvements, infrastructure, and other aspects of the plan.
  - 3.4.1.3 Description of services Respondent provided for the project.
  - 3.4.1.4 Name of project principal/manager (individual responsible to the owner for the overall success of the project).
  - 3.4.1.5 Name of project planner (individual responsible for coordinating the day-to-day work).
  - 3.4.1.6 Name of any consultants.
- 3.4.2 References (for each project listed above, identify the following):
- 3.4.2.1 The owner's name and representative who served as the day-to-day liaison during the life of the project (include telephone number and email address).
  - 3.4.2.2 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.

3.5 CRITERION FIVE: RESPONDENT'S KNOWLEDGE OF BEST PRACTICES (Criterion Weight: 15%)

- 3.5.1 Describe Respondent's philosophy, methodology, and process for master planning.
- 3.5.2 Describe Respondent's demonstrated technical competence and qualifications with institutional planning projects, particularly those for higher education.
- 3.5.3 Describe Respondent's cost estimating methods for the projects included in a master plan. For any combination of three (3) projects listed in response to Criterion 3.4, provide examples of how these techniques were used.
- 3.5.4 Describe the way in which Respondent develops and maintains work schedules to coordinate with the Owner's project schedule, assuring timely completion of this Project, including methods for schedule recovery if necessary. For any combination of three (3) projects listed in response to Criterion 3.4, provide examples of how these techniques were used.

3.6 CRITERION SIX: RESPONDENT'S APPROACH TO CAMPUS MASTER PLANNING  
(Criterion Weight: 15%)

- 3.6.1 Discuss how Respondent anticipates using the **Texas State University** existing Campus Master Plan in its own master planning effort, which will be expected to guide the campus development over the next 10-year period.
- 3.6.2 Explain what Respondent regards as key understandings between Owner and master planner and primary steps that should be taken by both to achieve a successful master planning effort.
- 3.6.3 Based on the scope described in Section 2.3, describe how Respondent would approach the Project.
- 3.6.4 Describe Respondent's understanding and assessment of unique features of the University campus (i.e., architectural character, landscaping, regional identity, history, parking, vehicular and pedestrian access, amenities, etc.) and suggestions of the extent to which any of these elements should be preserved, enhanced, celebrated, or possibly diminished in the new CMP.

3.7 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.

- 3.7.1 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.
- 3.7.2 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.



- 3.7.3 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.
- 3.7.4 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.
- 3.7.5 By signature hereon, the Respondent hereby certifies that neither the Respondent nor the firm, corporation, partnership, or owner represented by the Respondent, nor 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. Respondent further certifies that it has not communicated directly or indirectly the Qualifications made to any competitor or any other person engaged in such line of business.
- 3.7.6 By signature hereon, Respondent represents and warrants that:
- 3.7.6.1 Respondent is a reputable company regularly engaged in providing products and/or services necessary to meet the terms, conditions and requirements of the RFQ;
  - 3.7.6.2 Respondent has the necessary experience, knowledge, abilities, skills, and resources to satisfactorily perform the terms, conditions and requirements of the RFQ;
  - 3.7.6.3 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;
  - 3.7.6.4 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.
- 3.7.7 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.
- 3.7.8 By signature hereon, Respondent certifies that if a Texas address is shown as the address of the Respondent, Respondent qualifies as a Texas Bidder as defined in *Texas Administrative Code* Title 34, Part 1, Chapter 20, Subchapter A, Division 2, Rule Section 20.25(8).
- 3.7.9 By signature hereon, Respondent certifies as follows:

- 3.7.9.1 “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.”
- 3.7.9.2 “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.”
- 3.7.9.3 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.
- 3.7.10 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 Owner and any component, or Respondent has not been an employee of Owner and any component within the immediate twelve (12) months prior to Respondent’s RFQ response. All such disclosures will be subject to administrative review and approval prior to the Owner entering into any contract with Respondent.
- 3.7.11 By signature hereon, Respondent affirms that no compensation has been received for participation in the preparation of the specifications for this RFQ. (ref. Section 2155.004 *Texas Government Code*).
- 3.7.12 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.
- 3.7.13 By signature hereon, Respondent signifies his compliance with all federal laws and regulations pertaining to Equal Employment Opportunities and Affirmative Action.
- 3.7.14 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.
- 3.7.15 By signature hereon, Respondent agrees to complete a Cybersecurity Training Program. Pursuant to Section 2054.5192, *Texas Government Code*, Respondent and its subcontractors, officers, and employees, who are provided credentials granting access to Component’s computer system also known as Component’s information system, must complete a cybersecurity training program certified under Section 2054.519, *Texas Government Code* as selected by the Component. The cybersecurity training program must

be completed during the term and any renewal period of the Agreement. Respondent shall verify in writing completion of the program to the Component within the first thirty (30) calendar days of the term and any renewal period of the Agreement. Failure to comply with the requirements of this section are grounds for termination for cause of the Agreement.

- 3.7.16 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.
- 3.7.17 By signature hereon, Respondent certifies that no member of the Board of Regents of the Texas State University System, or the executive officers of the Owner or its component institutions, has a financial interest, directly or indirectly, in the transaction that is the subject of the contract, and that no member of the Board of Regents has a "substantial interest" (as that term is defined in Section 51.923 of the *Texas Education Code*) in the Respondent.
- 3.7.18 Pursuant to Chapter 2274, *Texas Government Code*, Respondent certifies that it does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association; and will not discriminate during the term of the Agreement against a firearm entity or firearm trade association.
- 3.7.19 Pursuant to Chapter 2274, *Texas Government Code*, Respondent certifies that it does not boycott energy companies as defined in Section 809.001(1)(a), *Texas Government Code*, (i.e., fossil fuel companies); and will not boycott energy companies during the term of the Agreement.
- 3.7.20 Respondent certifies that it does not require its customers to provide any documentation certifying the customer's COVID-19 vaccination or post-transmission recovery, on entry to, to gain access to, or to receive service from the Respondent's business. Respondent acknowledges that such a vaccine or recovery requirement would make Respondent ineligible for a state-funded contract.
- 3.7.21 Pursuant to Section 2274.0102, *Texas Government Code*, Respondent certifies that neither it nor its parent company, nor any affiliate of Respondent is majority owned or controlled by citizens or governmental entities of China, Iran, North Korea, Russia, or any other country designated by the Governor under Section 2274.0103, *Texas Government Code*, or headquartered in any of those countries.

**3.7.22 Execution of Offer: RFQ No.: 758-23-09102 - Request for Qualifications for Campus Master Planning Services for Texas State University, San Marcos, Texas.**

The Respondent must complete, sign, and return this Execution of Offer as part of its 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)

\_\_\_\_\_  
(Fax Number)

\_\_\_\_\_  
(Authorized Signature)

\_\_\_\_\_  
(Type Email Address) for RFQ Notification

\_\_\_\_\_  
(Date)

Respondent acknowledges receipt of the following Addenda:

No. 1 \_\_\_\_\_; No. 2 \_\_\_\_\_; No. 3 \_\_\_\_\_; No. 4 \_\_\_\_\_; No. 5 \_\_\_\_\_; No. 6 \_\_\_\_\_

**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 The statement of Qualifications shall be a MAXIMUM OF FIFTY (50) PRINTED PAGES (25 sheets printed double-sided or 50 sheets single-sided) and could be entirely adequate with considerably fewer pages. The cover, table of contents, divider sheets, HSP, and Execution of Offer do not count as printed pages.
- 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. The Owner reserves the right to accept or reject any or all Qualifications, waive any formalities or minor technical inconsistencies, or delete any item/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. It is not necessary to repeat the question in the Qualifications; however, it is essential to reference the question number with the corresponding answer.
- 4.1.9 Failure to comply with all requirements contained in this RFQ 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 the response to each of the criteria in Section 3 of this RFQ by use of a divider sheet with an integral tab for ready reference.
- 4.3 TABLE OF CONTENTS: Submittals shall include a “Table of Contents” and give page numbers for each part of the Qualifications.
- 4.4 PAGINATION: Number all pages of the submittal sequentially using Arabic numerals (1, 2, 3, etc.); the Respondent is not required to number the pages of any HUB Subcontracting Plan.

**END OF REQUEST FOR QUALIFICATIONS**



# **Addendum No. 1**

**Issued January 18, 2023**

## **REQUEST FOR QUALIFICATIONS FOR CAMPUS MASTER PLANNING PROFESSIONAL SERVICES**

**FOR  
TEXAS STATE UNIVERSITY  
SAN MARCOS, TEXAS**

# **CAMPUS MASTER PLANNING SERVICES**

***RFQ No.:***

**758-23-09102**

**Notice To All Respondents:**

The following is Addendum No. 1 to the Request for Qualifications (RFQ)  
ESBD Posting No. 758-23-09102 was posted on January 5, 2023

**Prepared By:**

Peter Maass, Director of Capital Projects Administration  
The Texas State University System  
601 Colorado Street  
Austin, TX 78701 - 512-463-1808  
Peter.Maass@tsus.edu

**I. GENERAL:**

- A.** The optional Pre-Proposal Conference was held on January 17, 2023, at the LBJ Student Center & Visitor's Center location. The Attendance sign-in sheets are included as part of this Addendum.

Attachments:

- (1) Pre-Submittal Attendance Sign-In Sheets

**- END OF ADDENDUM NO. 1 -**



# Pre-Submittal Agenda

January 17, 2023

## Campus Master Planning

### Architect/Engineer

### RFQ 758-23-09102

**RFQ DUE DATE: February 2, 2023 – before 2:00 PM - FPDC Office**

#### A. Introductions

- a. Staff - FPDC
- b. HUB – [hub@txstate.edu](mailto:hub@txstate.edu)  
512-245-2521
- c. Respondents

#### B. Project Scope

The Texas State University System (“Owner”) and Texas State University (“University”) are soliciting Statements of Qualifications (“Qualifications”) for selection of a master planning firm (“Master Planner”) to provide Master Planning Services for the Texas State University in San Marcos and Round Rock, Texas (the “Project”), in accordance with the terms, conditions, and requirements set forth in this Request for Qualifications (“RFQ”). The Owner is interested in selecting a firm that has direct experience in the master planning of facilities for institutions of higher education.

**PROJECT DESCRIPTION, SCOPE, AND BUDGET:** The Owner is seeking the services of a qualified Master Planner with significant higher education campus master planning experience to prepare a Campus Mater Plan (“CMP”) to capture a ten (10) year vision for the Texas State University campuses and align with the University’s strategic plan. The CMP must be presented for approval by The Texas State University Systems Board of Regents, no later than the November 2024 regular meeting. In addition to the ten (10) year CMP, the Master Planner may be asked to prepare an update to the approved CMP at any time during the ten (10) year term of the CMP. Such an update could include an evaluation and confirmation that the overall CMP remains sound and relevant.

#### C. Timeline

Project Planning Schedule: Key Project planning schedule milestones are:

- |   |            |
|---|------------|
| 1. Owner publishes RFQ for A/E Professional Services .....                              | 01/05/2023 |
| 2. Non-Mandatory Pre-Submittal Conference (10:00 a.m.) .....                            | 01/17/2023 |
| 3. RFQ submittal of questions deadline (12:00 p.m.) .....                               | 01/24/2023 |
| 4. Deadline for submittal of Qualifications and HSP (2:00 p.m.) .....                   | 02/02/2023 |
| 5. Owner announces “short-list” Respondents selected for interviews (if required) ..... | 02/09/2023 |
| 6. Owner interviews Respondents (if required) .....                                     | 02/16/2023 |
| 7. Owner selects most qualified Respondent .....  | 02/17/2023 |
| 8. Owner negotiates fee and executes Agreement .....                                    | 03/20/2023 |
| 9. Master Planning Process begins.....  | 03/27/2023 |
| 10. Final Draft Campus Master Plan submitted to Owner for Review and Approval .....     | 06/30/2024 |
| 11. Presentation to Planning and Construction Committee of the Board of Regents .....   | 08/22/2024 |
| 12. Presentation for Approval by the Board of Regents .....                             | 11/21/2024 |

The schedule of events presented above represent a basic timeline for the project. A final project timeline will be developed with the Owner at a later time. The Owner can be expected to work with the A/E and the CMR to validate and improve on this initial schedule.

#### D. Criteria

Criterion One: Respondent’s Statement of Qualifications and Availability to Undertake the Project

- Criterion Two: Respondent's Ability to Provide Services  
Criterion Three: Respondent's Ability to Provide Master Planning Services  
Criterion Four: Respondent's Performance on Past Representative Projects  
Criterion Five: Respondent's Knowledge of Best Practices  
Criterion Six: Respondent's Approach to Campus Master Planning

## **E. Historically Underutilized Businesses**

A HUB Subcontracting Plan (HSP) is required as a part of the Respondent's Qualifications. Failure to submit specific plans and representations regarding HUB utilization, or failure to address the subject at all, will be interpreted by the Selection Committee as an intention not to support the program and will disqualify the Respondent.

## **F. Questions on the RFQ**

All questions from the RFQ shall be submitted in writing and addressed to:

Pascuala Roque, CTCD, CTCM  
Associate Director Facilities Contracts & Procurement  
[pr16@txstate.edu](mailto:pr16@txstate.edu)

Questions deadline 01/24/2022 @ 12:00 p.m.

## **G. Parking and permitting information.**

- Vendors and contractors (including construction contractors) who have contracts with the university may purchase red restricted permits if they wish to have red restricted parking privileges. They may also purchase perimeter parking permits but can only park in the perimeter lots.
- Parking inside fenced staging or construction areas will be limited. The staging areas are not intended to be parking areas. They are generally limited to 1-4 spaces for the job superintendent and other essential personnel. The job superintendent will give authorization to park inside the staging area. A dashboard permit will be provided at no cost by Parking Services and must be displayed at all times when parking in the staged area. Vehicles parked outside the pre-arranged staging areas may be subject to ticketing, immobilization (booting), and towing. Construction contractors must purchase perimeter permits for their workers to park in lot P/AZ 10W (Bobcat Stadium West) and be transported to the job site if they choose to park on campus. Permits must be displayed in all vehicles to park legally on campus.
- Vendors or Service providers with no contractual relationship with the university must park in the pay garages or may purchase a perimeter permit and park in any perimeter lot. On a case-by-case basis, the Assistant Director of Parking Services, upon request, may approve the purchase of a red restricted permit.
- The annual cost of a red restricted parking permit is \$335.00.
- The annual cost of a perimeter parking permit is \$115.00.

## **H. Closing**



# Attendance - Pre-Submittal Conference

January 17, 2022 @ 10:00 a.m. -LBJ Student Center & Visitors Center Room 3-14.1

## A/E Professional Services: Campus Master Planning

RFQ# 758-23-09102

Company	Name	Phone #	Email Address	Signature
1 OVERLAND	JENNA ASHWORTH	(713) 305-6690	jenna.a@overland <sup>partners.com</sup>	
2 Sunland Group	Christina Taylor	210.376.7337	ctaylor@sunlandgrp.com	
3 Facility Programming	Katherine McGoyre	210-228-9600	katherine.mcgoyre@facilityprogramming.com	
4 STEINBERG HART	DOUGLAS MOSS	917.576.7044	dmoss@steinberghart.com	
5 SMITHGROUP	EVG KORMA	734.604.6632	evg.korma@smithgroup.com	
6 HOK	Vanessa Rabe	512.658.6731	vanessa.rabe@hok.com	
7 TXST	Mam Morrison	512-245-2521	hub@txstate.edu	
8 Page-Dawson Eng.	Amanda Weissbach	503-381-6187	aweissbach@page-dawson.com	
9 TXST	Jay Davier		ymv23@TXstate.edu	
10 TXST	SCOTT A. ROUSE	512.245.1890	SAR169@TXSTATE.EDU	
11 Dolly + Associates	Patricia Passos	512-905-1674	ppassos@dollyassociates.com	
12 PERKINS+WILL	STEPHEN CONLSTON	512 657 4712	stephen.conlston@perkinswill.com	
13 WHITE CONSTRUCTION	DAVID CARTER	512 496 4830	davidc@whiteconst.com	
14 TX STATE	G. BOOTHFAUL		gfr11@txstate.edu	
15 DAN Costello	TX STATE	512 820 6575	CP032@TXSTATE.edu	
16				
17				
18				
19				
20				



# Attendance - Pre-Submittal Conference

January 17, 2022 @ 10:00 a.m. -LBJ Student Center & Visitors Center Room 3-14.1

## A/E Professional Services: Campus Master Planning

RFQ# 758-23-09102

	Company	Name	Phone #	Email Address	Signature
1	EEA CONSULTING ENGRS	MARK MIKULIN	(512) 463-1820	MARK.MIKULIN@EEACE.COM	
2	Steinberg Hart	Nicole Mwei	737 460 9127	nmwei@steinberghart.com	
3	Ayers Saint Gross	Nakia Neves	480-921-1515	nneves@ayerssaintgross.com	
4	PAGE	Ryan Losch	512-382-3410	rlosch@pagethink.com	
5	Energy Architecture	Cynthia Brown	713 806 5902	cynthia.b@energyarch.com	
6	PAGE	ANDY ALBIN	512-214-7780	AALBIN@PAGETHINK.COM	
7	AGCM Inc.	MORGAN DEBORDE	(713) 822-5000	mdeborde@agcm.com	
8	Broadbus Planning	Taylor Wimberg	832-683-9296	twimberg@broadbususa.com	
9	GARZA EMC	JULIA MRNAK	512-298-3284	JMRNAK@GARZAEMC.COM	
10	Answer Advisors	RICK FERNANDEZ			
11	PFLUGER	CHRIS LAMMERS	210 861 2966	chris.lammers@PFlugerarchitects.com	
12	Enghel Ayres	J.P. Casinger	723-557-8241	JCasinger@EnghelAyres.com	
13	Pascuala Roque	Texas State	512 45-2202	PR16@txstate.edu	
14					
15					
16					
17					
18					
19					
20					



Nicole Mwei  
Designer  
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MEMBER THE TEXAS STATE UNIVERSITY SYSTEM

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**D**aily  
+ ASSOCIATES  
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GROUP

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HUB Houston & Austin MBE SBE Federal SDB DBE



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Vice President of Relationship Development

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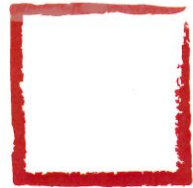
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# **Addendum No. 2**

**Issued January 26, 2023**

## **REQUEST FOR QUALIFICATIONS FOR CAMPUS MASTER PLANNING PROFESSIONAL SERVICES**

### **FOR TEXAS STATE UNIVERSITY SAN MARCOS, TEXAS**

# **CAMPUS MASTER PLANNING SERVICES**

***RFQ No.:***

**758-23-09102**

**Notice To All Respondents:**

The following is Addendum No. 2 to the Request for Qualifications (RFQ)  
Addendum No. 1 was posted on January 18, 2023  
ESBD Posting No. 758-23-09102 was posted on January 5, 2023

**Prepared By:**

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**I. GENERAL:**

**A.** The following questions were received prior to the January 24, 2023, 12:00 p.m. deadline:

- 1. Question:** Has the university conducted a Facility Condition Assessment in the recent past? If not, should it be considered within the scope of this RFQ?

**Answer:** The University conducts regular facility assessments and has a Facility Condition Assessment from fiscal year 2022. A copy of the assessment can be provided to the successful Respondent.

- 2. Question:** What is the budgeted total project cost (or estimated budget range) for this scope?

**Answer:** Professional service fees for this master planning effort will be negotiated with the successful Respondent and will be predicated on the level of effort required.

**- END OF ADDENDUM NO. 2 -**