

**FEE PROPOSAL FORM FOR
TASK ORDER-CONSTRUCTION AGREEMENT FOR
MULTIPLE PROJECTS—MASTER ENABLING AGREEMENT**

BID SOLICITATION NUMBER RFP2021-05MM

**California State University, Chico
400 West First Street, Chico, CA 95929**

To the Trustees of the California State University, on behalf of the State of California (hereinafter called the Trustees):

The undersigned Proposer hereby offers to furnish design-build or construction manager services with lump sum pricing under the Task Order-Construction Agreement for Multiple Projects—Master Enabling Agreement (TO-CA MEA). For each project awarded under the TO-CA MEA, the selected Proposer may provide design and preconstruction phase services and all labor, materials, tools, equipment, apparatus, facilities, transportation, and permits for the construction, in accordance with all the requirements of the Request for Proposals, and hereby agrees to enter into contract for the work described in the Request for Proposals if this proposal is accepted by the Trustees.

**The Not to Exceed Budget for this TO-CA MEA is \$30,000,000 per TO-CA MEA.
The University may award up to two (2) TO-CA MEAs.**

SPECIFY THE NUMBER OF EACH ADDENDUM YOU HAVE RECEIVED ON THE LINE BELOW.

The proposal is subject to the provisions contained in the Contract General Conditions and the RFP, and the proposer agrees that failure to comply with the conditions thereof shall be basis for rejection of this bid.

The bid must be submitted on this Fee Proposal Form, completely filled out, and with the Staffing Rate Proposal included, and in a sealed envelope provided by the Trustees, and delivered to **Kendall Hall – 2nd Floor, Room 206, at California State University, Chico, before 3:00PM on Thursday, December 16, 2021**, or it will be disregarded. Only proposals from proposers qualified through the Request for Qualifications process with a current **B** license will be accepted.

Bidder’s security is NOT required for the preconstruction phase of this project. However, for the construction phase portion of the project, 100% performance and payment bonds will be required (see the Contract General Conditions).

The time period for completion of the overall TO-CA MEA shall be three years from the start date as stated on the overall TO-CA MEA Notice to Proceed.

Five Percent Small Business Preference

The undersigned proposer may request the five percent Small Business Preference. To receive the five percent bid preference, Proposer must submit with its bid a completed “Small Business Preference and Certification” form 701.09, and shall check the appropriate box below to request the five percent Small Business bid preference, as either a:

- 1) CA certified Small Business, upon verification in accordance with the California Code of Regulations Title 2, Section 1896.2, having applied for certification no later than 5:00 p.m. on bid opening date.
- 2) Non-small business that commits to subcontracting at least 25% of each net contract amount to CA certified small businesses and/or microbusinesses.

If Proposer checks one of the boxes above, and submits the completed Small Business Preference and Certification form 701.09, the Trustees will grant a bid preference of 5% of the highest Technical Proposal Score.

DVBE Participation / Request for DVBE Bid Incentive

The Trustees require the successful bidder to achieve three percent (3%) DVBE participation in contracting construction projects as established in the bidding documents. Proposer will list its DVBE subcontractors/suppliers with its GMP.

The Trustees are granting a DVBE Bid Incentive, which is calculated as a percentage of the highest Technical Proposal Score for bid evaluation purposes only, and in accordance with the Request for Proposals and the Contract General Conditions (for Collaborative Design-Build Projects, Article 32.12, and for CM at Risk Projects, Article 2.09). Proposer shall indicate whether or not Proposer is requesting the DVBE Bid Incentive by checking the appropriate response below. Proposer commits to subcontract at least the percentage of DVBE participation of its net bid price as stated hereon with one or more DVBE(s).

DVBE Participation	Incentive
3.00% to 3.99%	None
4.00% to 4.99%	1%
5.00% to 5.99%	2%
6.00% or more	3%

Proposer is requesting the DVBE Bid Incentive (*check one*): Yes No

In the spaces below, Proposer shall indicate its Total DVBE Participation Percentage Commitment:

3% Mandatory + _____% DVBE Incentive = _____% Total DVBE Participation Percentage Commitment.

Once the selected Proposer begins the competitive bidding selection of the Trade Contractors, the selected Proposer shall contact the Trustees' DVBE Advocate at 530-898-5237, mjmcnairn@csuchico.edu. If Trustees award incentive points to the selected Proposer for exceeding the maximum three (3) percent participation, and the Proposer fails to achieve the incentive amount of participation, Trustees will assess a penalty as described in the Request for Proposals (RFP).

Proposers shall complete the information in the following tables: Fee Evaluation Worksheet and OH&P Calculation Worksheet. Reference Request for Proposals (RFP), Section 13, Table A-Classification of Project Costs for a description of construction phase costs in each category of fees.

The Proposal Fee amounts are to be stated in figures only and are representative of the amounts proposed for the Contract Work. The Total Fees and Project Budgets indicated herein are for proposal and award purposes only, and are not indicative of the actual awards or contract value. Any alteration, erasure, or change must be clearly indicated and initialed by the proposer. In the event of any error in the Fee Proposal, the proposed fees, or percentage for the OH&P, will prevail and the math for the evaluation fee in dollars recalculated. All math on the Fee Proposal Form will be checked by the University before award.

The proposer agrees that the fees as proposed herein and as part of the RFP will be for the duration of the contract, and extension if awarded, as described in the Request for Proposals.

Fee Evaluation Worksheet				
	Fees	Average of 3 staff rates with highest # of hours ¹	Total Evaluation Fee in Dollars ²	Markup – Multiplier ³
A	Architectural Services Average Fee * 2500 hours	\$	\$	
B	Consultants Services Average Fee * 2500 hours	\$	\$	
C	Preconstruction Services Average Fee * 1000 hours	\$	\$	
D	Construction Phase Site Management Average Fee * 4000 hours	\$	\$	
E	Total OH&P Fees from OH&P Calculation Worksheet on next page	NA	\$	N/A
F	Fee for Assembly of Initial Subcontractor Bidding Pool	N/A	\$	N/A
Total Evaluation Fees (A + B + C + D + E + F)			\$	

Notes for Fee Evaluation Worksheet:

- Proposer to enter the average of the three (3) staff billable rates with the highest number of proposed hours from the fee proposal. All rates shall include the Markup-Multiplier.
- The Total Evaluation Fee for each category shall be the average staff rate multiplied by the assumed evaluation hours for each category.
- Proposer shall enter a number for the Markup-Multiplier which shall be multiplied by the base pay for each staff person to determine the fully burdened/billable rate. The Markup-Multiplier will not be used as part of the evaluation, but is subject to audit as described in the RFP, and will be used to determine the billable rate of any future staff not listed in the RFP.

Overhead & Profit (OH&P) Fee Calculation Worksheet				
	Overhead and Profit	Proposed % Fee ¹ (to 2 decimal places)	Direct Construction Cost ² (entered by Campus)	Total Evaluation Fee in Dollars ³ (=Proposed % Fee * Direct Construction Cost)
1	DB / OH&P - Project < or = \$1,000K	%	\$850,000	\$
2	DB / OH&P - Project > \$1,000K or = \$3,000K	%	\$2,000,000	\$
3	DB / OH&P – Project > \$3,000K or = \$7,000K	%	\$5,650,000	\$
4	GC Payment & Performance Bonds	%	\$2,000,000	\$
5	Subcontractor Payment & Performance Bonds	%	\$2,000,000	\$
Total OH&P Fees (Enter total of Lines 1+2+3+4+5 here, and in Fee Evaluation Worksheet – Row E)				\$

Notes for OH&P Fee Calculation Worksheet:

1. Proposer to enter Proposed Fee for each category of delivery type and project size. “Proposed % Fee” will be used for each project in the MEA to determine actual OH&P fee.
2. Campus to enter assumed total for “Direct Construction Cost” for delivery type and project size. *This is for evaluation purposes only and shall not be assumed to be indicative of actual volume in any category.*
3. Proposer to multiply “Proposed % Fee” by the Direct Construction Cost and enter the “Total Evaluation Fee in Dollars” for each category of delivery type and project size.

Scoring of Fees

Fees will be scored in direct relation to their variance from the lowest fee based on the average fee. The lowest Total Fee will receive the maximum score of 65 points. Refer to the following example.

Proposed Total Fee in \$	Variation from Lowest Fee= Proposed Fee \$-Lowest Fee \$	% Variation = Variation from Lowest Fee \$/Average Total Fee \$	Points to deduct from 65 points	Fee Score
\$1,500,000	\$1.5M-\$1.1M=\$.4M	\$.4M / \$1.3M=30%	65 x 30%=20	65-20 = 45
\$1,300,000	\$1.3M-\$1.1M=\$.2M	\$.2M / \$1.3M=15%	65 x 15%=10	65-10 = 55
\$1,100,000	\$1.1M-\$1.1M=\$0M	\$0M / \$1.3M=0%	65 x 0%=0	65-0 = 65

Sample calculation: Average total fee = (\$1.5M + \$1.3M + \$1.1M)/3 = \$1.3M

In the event of an inconsistency in the math on the Fee Proposal form, the individual fee percentages shall govern over the fee in dollars, and the fee in dollars shall be recalculated. All math on the Fee Proposal Form will be checked by the University before award.

The Trustees reserve the right to reject any and all proposals and to waive any irregularities.

-End of Fee Proposal Form for Task Order Construction Agreement (Hourly Rate version)-