



UNIVERSITY OF KENTUCKY Purchasing Division

REQUEST FOR PROPOSALS

UK-2304-23

CM SERVICES – CONSTRUCT AMBULATORY FACILITY – UKHC CTC/ASC

ADDENDUM # 01

12/01/2022

Offerors should acknowledge receipt of this, and any addendum, as directed in the Request for Proposals.

ITEM #1: NOTICE TO OFFERORS

- A. A database of firms with certified diverse ownership can be found at this link: <https://www.mbdky.com/> (last checked 13:46 EST 12/01/2022)

ITEM #2: UNIVERSITY OF KENTUCKY SUPPLIER DIVERSITY INITIATIVE

- B. Offerors are directed to review the University of Kentucky Supplier Diversity Initiative Addendum, attached to this addendum as ADD01_Attachment J – UK Supplier Diversity Initiative
- C. The document identified in the original RFP as Attachment G – DBE Participation Goals was not uploaded to the planroom. It is attached to this addendum as ADD01_Attachment G – DBE Participation Goals

ITEM #3: QUESTIONS AND RESPONSES:

- A. Offerors are directed to review the attached written questions and incorporate the responses into their offers. The written questions are attached to this addendum as document ADD01_Attachment K – Written Questions and Responses.
- B. The written question deadline has not changed. The University strongly encourages Offerors to submit any written questions by 12/06/2022 at 3:00 PM prevailing Lexington KY time. Questions received after that deadline may not receive a response.

Attachments:

- ADD01_Attachment J – UK Supplier Diversity Initiative
- ADD01_Attachment G – DBE Participation Goals
- ADD01_Attachment K – Written Questions and Responses.

OFFICIAL APPROVAL
UNIVERSITY OF KENTUCKY

Corey W. Leslie, Purchasing Officer

SIGNATURE

Typed or Printed Name



University of Kentucky Supplier Diversity Initiative Addendum

Thank you for your interest in partnering with the University of Kentucky to create great spaces and safe environments for our students, staff, and community. Diversity, equity, and inclusion (DEI) are important components of our strategic mission and vision. In 2020, UK created 17 working committees dedicated to moving DEI initiatives forward. Your efforts in working with diverse suppliers is key to reaching our goals. As you know, supplier diversity is a critical component of economic development. We want to work with companies like yours that share our values.

University of Kentucky Strategic Vision: As Kentucky's indispensable institution, we transform lives through diversity and inclusion, discovery, research and creativity, promotion of health and deep community engagement.

Mission: The University plays a critical leadership role by promoting diversity, inclusion, economic development, and human well-being. As the flagship institution in Kentucky, UK plays a critical leadership role for the Commonwealth by contributing to the economic development and quality of life within Kentucky's borders and beyond. The University nurtures a diverse community characterized by fairness and equal opportunity. We will diligently seek and work with companies that share our vision, mission, and values.

Goals: We are committed to increasing the purchasing of goods and services from minority, women, veteran, and disabled-owned businesses to a **minimum of ten percent** with an aspirational goal that equals and surpasses the diversity on our campus and in the communities we serve. In addition, UK supports non-profit work centers for the blind and disabled. All contractors are expected to support and actively work toward achieving these goals.

Bidders utilizing minority, women, veteran, and disabled-owned businesses are requested to identify these contractors and suppliers in required UK Bids and Proposals.

For assistance in identifying diverse businesses and contractors to work on this project, please contact Marilyn Clark, Supplier Diversity Manager, University of Kentucky at mcl256@uky.edu

Regards,
Marilyn Clark
Supplier Diversity Manager
University of Kentucky
322 Peterson Service Building
411 South Limestone
Lexington, KY 40506
859-218-5612
<https://purchasing.uky.edu/bid-and-proposal-opportunities>

004539B01



DBE Participation Goals

PART 1 - GENERAL

- 1.1 The University of Kentucky requests all potential contractors to make a concerted effort to include Diverse Business Enterprises (DBE's) as subcontractors or suppliers in their bids.
- 1.2 Toward that end, the University of Kentucky has established 10% of total procurement costs as a Goal for participation of Diverse Business Enterprises on this contract.
- 1.3 **It is therefore a request of each Bidder to include in its bid, 10% for DBE participation and other requirements as outlined in this section.**

PART 2 - PROCEDURES

- 2.1 The successful bidder will be required to report to the University of Kentucky, the dollar amounts of all purchase orders submitted to DBE subcontractors and suppliers for work done or materials purchased for this contract.
- 2.2 Replacement of a DBE subcontractor or supplier listed in the original submittal must be requested in writing and must be accompanied by documentation of Good Faith Efforts to replace the subcontractor / supplier with another DBE Firm; subject to approval by the University of Kentucky.
- 2.3 For assistance in identifying qualified, certified businesses to solicit for potential contracting opportunities, bidders may contact:
 - A. The University of Kentucky, Facilities Management Contractor/Supply chain Coordinator (859-257-3204)
 - B. Tri-State Minority Supplier Development Council in Louisville, KY (502-625-0135)
 - C. The Kentucky Cabinet for Economic Development, Small & Minority Business Division in Frankfort, KY (502-564-2064)
 - D. The Office of Equal Employment Opportunity, Contract Compliance Division in Frankfort, KY (502-564-2874)
- 2.4 The University of Kentucky will make every effort to notify interested DBE subcontractors and suppliers of each Bid Package, including information on the scope of work, the pre-bid meeting time and location, the bid date, and all other pertinent information regarding the project.

004539B01 DBE Participation Goals
Dated: 11/2020
Applies to: All Projects
University of Kentucky

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PART 3 - DEFINITIONS

- 3.1 Diverse Business Enterprises (DBE) consist of minority, women, disabled, veteran and disabled veteran owned business firms that are at least fifty-one percent owned and operated by an individual(s) of the aforementioned categories. Also included in this category are disabled business enterprises and non-profit work centers for the blind and severely disabled. MBE, WBE, Veterans, Disable Veterans and Disabled make up Diverse Business Enterprises (DBE).

PART 4 - OBLIGATION OF BIDDER

- 4.1 **The bidder shall make a Good Faith Effort to achieve the Participation Goal for DBE subcontractors/suppliers. The failure to meet the goal shall not necessarily be cause for disqualification of the bidder; however, bidders not meeting the goal are required to furnish with their bids written documentation of their Good Faith Efforts to do so.**
- 4.2 Award of Contract shall be conditioned upon satisfaction of the requirements set forth herein.
- 4.3 The Form of Proposal includes a section entitled "Identification of Diverse Business Enterprise Subcontractors and Material Suppliers". The Advertisement for Bid includes a section entitled "Diverse Business Enterprise Participation". The Determination of Responsibility includes a section entitled "Participation of Diverse Business Enterprise owned contractors and businesses". The applicable information must be completed and submitted as outlined.
- 4.4 **Failure to submit this information as requested may be cause for rejection of the bid.**

PART 5 - DOCUMENTATION REQUIRED

- 5.1 The prime contractor must provide the University of Kentucky with a "DBE percent of contract report "detailing subcontracting activity within 90 days of prime contract award. Projects containing multiple bid packs will update reports within 90 days of contract award throughout project duration. The report shall reflect the total dollar amount awarded to all DBE subcontractors (including suppliers) utilized under this contract.
- a. Prime Contractors will report the following items individually to satisfy reporting requirements
 - i. Project Name, UK Project Number, and UK CPMD Project Manager assigned to the project
 - ii. Total dollar value of the prime contract with the University of Kentucky
 - iii. Total dollar value of all contracts assigned to DBE firms
- 5.2 Bidders not reaching the Goal must submit both the "DBE percent of contract report "and a written statement documenting their Good Faith Effort to do so (If bid includes no DBE participation, bidder shall enter "None" on the subcontractor / supplier form). In addition, the bidder may submit the following as proof of Good Faith Efforts to meet the Participation Goal:

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- A. Advertisement by the bidder of DBE Contracting opportunities associated with this bid in at least two (2) of the following:
 - 1. A periodical in general circulation throughout the region
 - 2. A Minority-Focused periodical in general circulation throughout the region
 - 3. A Trade periodical aimed at the DBE community in general circulation throughout the region
 - 4. Bidder shall include copies of dated advertisement with his submittal
- B. Evidence of written notice of contracting opportunities to at least five (5) DBE firms serving the construction industry at least seven (7) days prior to the bid opening date.
- C. Copies of quotations submitted by DBE firms which were not used due to uncompetitive pricing or other factors and/or copies of responses from firms that were contacted indicating that they would not be submitting a bid.
- D. Documentation of Bidder's utilization of the agencies identified to help locate potential DBE firms for inclusion on the contract including responses from agencies.
- E. Failure to submit any of the documentation requested in this section may be cause for rejection of bid. Bidders may include any other documentation deemed relevant to this requirement. "Record of DBE Solicitation" and other required documentation of Good Faith Efforts are to be submitted with the bid, if participation Goal is not met.

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University of Kentucky – Capital Project Management
DBE Percent of Contract Report

1) Identification of Participating DBEs

Project Name / Number: _____
UK Project Manager: _____
Total Contract Value: _____

DBE Name, Address & Phone	Work to be Performed	Dollar Value of Work	% Value of Total Contract
1.		\$	%
2.		\$	%
3.		\$	%
4.		\$	%

The undersigned submits the above list of DBE firms to be used in accomplishing the work contained in this Bid.

Company: _____ By: _____

Date: _____ Title: _____

004539B01 DBE Participation Goals
Dated: 11/2020
Applies to: All Projects
University of Kentucky



UNIVERSITY OF KENTUCKY

Purchasing Division

Written Questions and Responses

UK-2304-23

CM Services - Construct Ambulatory Facility - UKHC CTC / ASC

Project #2563.0

No.	Question	Response
1.	In the RFP there is some language discrepancy on the Financial Proposal, Section 8. It's requested under response to Criteria Section 3. Do you want that submitted with Phase 1 or under Phase 2? If the pricing is being requested during Phase 1, how does that change the scoring matrix.	Financial Proposal (pricing) is not needed until the phase 2 finalist presentation. Each Finalist firm will bring their financial proposal in a sealed envelope to the presentation and hand deliver it directly to the Purchasing Officer.
2.	DEI Attachment G is not attached, could we receive a copy of that?	Now included in Addendum #1
3.	Services Defined. Can you confirm the scope of this project under this contract are the following scopes: <ul style="list-style-type: none"> • Construction of new roadway to serve project site • 1350 Space Post -tension parking structure • 350,000 SF Cancer Center/ASC • Pedestrian bridge from CC/ASC to Pavilion A • Underground utility tunnel S. Limestone to connect the project site with existing steam and chilled water 	Yes, this is accurate at this time. SF is approximate and could change depending on final programming.
4.	Is there an SD Package we could review?	We are at Programing level. SD is not available.
5.	We understand it's the University's intent to demo all houses on the site prior to this award. Is that still the plan?	Yes. This is currently in process.
6.	Will the GC be responsible for carrying the cost of temporary utilities or will UK carry that?	The CM will carry the temporary utilities cost.
7.	Is a third-party cost estimator currently on the team working with AE firms? If so, can you share who that is?	Yes CCS
8.	Due to the number of individuals out of office on PTO during the week of Thanksgiving, I'll be off the rest of the week starting tomorrow, we request that the bid be extended 1 week. From 12/13/22 to 12/20/22.	The schedule remains as published with one change; Offeror presentations will be 1/11/2023 .

9.	Section 3.7 Proposal Submission & Deadline asks for the financial proposal during the initial submission due on 12/13/22. Section 8 Financial Offer Summary then goes on to state that the “Financial Offer is not required with the first Phase submittal.” Please confirm which is correct, typically it’s with the interview phase, but the way the Section 3.7 reads, this proposal is different than previous UK RFPs.	See response #1
10.	Section 8.1 Mandatory Services – it states to complete and attached Section 7.1. Please elaborate as Section 7.1 Detailed Services Defined appears to be the project attributes and direction on how to tailor the Phase 1 proposals.	Disregard the instructions to “complete and attach.” Your assumption is correct that the intent was to describe services that will be required and should be addressed in the Phase I proposal.
11.	<p>Project Schedule Draft:</p> <ul style="list-style-type: none"> • Understanding this is a draft schedule, is it UK’s intention of awarding to the CM on 01/17/23 (projected), and begin Early Bid Packages on 03/15/23? • Bidding & Construction – the overall Line 47 conflicts with Line 56 Building Construction by 6 months. It appears Early Bid Packages are to be tracked separately but it is not accounted for in Line 47. • Building Construction indicates a duration of 780 days, from 03/15/23 to 03/10/26, or 3 years, which is 1,091 Calendar Days, which would imply that the 780 is in Work Days. Then the Year End Warranty indicates a duration of 365 days, from 04/21/26 to 04/21/27, which is in Calendar Days instead of Work Days. Should the draft schedule be read in Calendar or Work Days? 	<p>We are currently at programing level in design so the schedule is somewhat fluid. One of the early tasks for the CM, once under contract, will be to work with the consultant and develop a realistic project schedule.</p> <p>Current plans will be to bid an Elizabeth St. Utilities bid package in 2nd qtr. 2023. It is anticipated that the total project will be substantially complete in 2nd qtr. 2026.</p>
12.	Regarding our initial proposal submission, section 3.7 details the following be submitted by 3PM deadline on the date specified: Technical Proposal and our Financial Proposal. Section 5.0 – Phase 1 Technical Proposal indicates the evaluation committee will rank firms based on their technical proposal and select firms to proceed to phase 2. Under “Phase 2: Finalist Presentations and Non-Price Total Score” (page 23 of the RFP), the text details that each finalist should provide their financial proposal to the Purchasing Officer on or before the time and date of their presentation. Please clarify when the financial proposal is due to UK Purchasing. Traditionally, phase 2 finalist bring their financial proposal to the interview in a separate envelope and give directly to the UK Purchasing agent.	See response #1

13	Regarding Attachment D, Target Project Schedule, line 54 details "Early Bid Package" for release to start March 15, 2023. Is this date realistic where it seems very early with relation to the other DD and CD target release dates. This information relates directly to staffing levels and staff selections for the project.	See response #11
14	Regarding 6.29 Requirement for a Contract Administration Fee. Does that fee apply to this RFP?	No

End of Addendum 01