

TECHNICAL RESPONSE PACKET Bid # UAPB A201 JOB Order Contract: Asphalt, Concrete, Pavement and Hauling

BID SIGNATURE PAGE

Type or Print the following information. PROSPECTIVE CONTRACTOR'S INFORMATION Company: Address: City: Zip Code: State: ☐ Individual ☐ Sole Proprietorship ☐ Public Service Corp Business Designation: ☐ Partnership ☐ Corporation ☐ Nonprofit Minority and ☐ Not Applicable ☐ American Indian ☐ Asian American ☐ Service Disabled Veteran Women-Owned ☐ African American ☐ Hispanic American ☐ Pacific Islander American ☐ Women-Owned Designation*: AR Certification #: * See Minority and Women-Owned Business Policy PROSPECTIVE CONTRACTOR CONTACT INFORMATION Provide contact information to be used for bid solicitation related matters. Contact Person: Title: Alternate Phone: Phone: Email: **CONFIRMATION OF REDACTED COPY** ☐ YES, a redacted copy of submission documents is enclosed. ☐ NO, a redacted copy of submission documents is not enclosed. I understand a full copy of non-redacted submission documents will be released if requested. Note: If a redacted copy of the submission documents is not provided with Prospective Contractor's response packet, and neither box is checked, a copy of the non-redacted documents, with the exception of financial data (other than pricing), will be released in response to any request made under the Arkansas Freedom of Information Act (FOIA). See Bid Solicitation for additional information. **ILLEGAL IMMIGRANT CONFIRMATION** By signing and submitting a response to this Bid Solicitation, a Prospective Contractor agrees and certifies that they do not employ or contract with illegal immigrants. If selected, the Prospective Contractor certifies that they will not employ or contract with illegal immigrants during the aggregate term of a contract. ISRAEL BOYCOTT RESTRICTION CONFIRMATION By checking the box below, a Prospective Contractor agrees and certifies that they do not boycott Israel, and if selected, will not boycott Israel during the aggregate term of the contract. ☐ Prospective Contractor does not and will not boycott Israel. An official authorized to bind the Prospective Contractor to a resultant contract must sign below. The signature below signifies agreement that any exception that conflicts with a Requirement of this Bid Solicitation will cause the Prospective Contractor's bid to be rejected: _____ Title: _____ **Authorized Signature:**

_____ Date: _____

Use Ink Only.

Printed/Typed Name: _____

PROPOSED SUBCONTRACTORS FORM

• Do not include additional information relating to subcontractors on this form or as an attachment to this form.

PROSPECTIVE CONTRACTOR PROPOSES TO USE THE FOLLOWING SUBCONTRACTOR(S) TO PROVIDE SERVICES.

Type or Print the following information

Subcontractor's Company Name	Street Address	City, State, ZIP		

☐ PROSPECTIVE C	CONTRACTOR DOES NO	$oldsymbol{\Gamma}$ PROPOSE TO $oldsymbol{U}$	JSE SUBCONTRACTO	ORS TO
PERFORM SERVICE	S.			

UAPB SPECIFICATIONS RFP # UAPB A201

Please duplicate the enclosed label and affix to the outside of your sealed submittal envelope/package or cut along the outer border and affix this label to the outside of the submittal envelope/package to identify it as a "Sealed Bid/Proposal". Be sure to include the name of the company submitting the response where requested.

 	SEALED BID/PROPOSAL * DO NOT OPEN				
	TITLE: REQUEST FOR PROPOSAL FOR JOB Order Contract: Asphalt, Concrete, Pavement and Hauling				
I I Bid Number: I Bid Open: I	UAPB RFP # UAPB A201 <u>Wednesday, July 16, 2025 @ 11:00 A.M</u> .				
i	Submitted By				
Company Name:					
Contact Name:					
Telephone:					
1	Contact and Delivery Information Contact				
 -	lewisal@uapb.edu 870.575.8735				
1	670.575.6735				
i I	Purchasing Department Room 102				
Ì	1200 N. University Drive				
I	Pine Bluff, AR 71601				
I					
I I					
İ					
<u>I</u>					

AUTHORIZED SIGNATURE REPRESENTING BIDDING COMPANY

City/State	Zip Code
()	
()	
	()

ADDENDA:

I/We do hereby acknowledge receipt of the following addendum	or addenda (if any):
--	----------------------

No	Dated
No	Dated
No	Dated
No	Dated
No.	Dated

Attachment 1

Proposer References

Submission of this attachment is mandatory. Failure to complete and return this attachment with your bid may cause your bid to be rejected and deemed non-responsive.

List below three references for services performed within the last five years, which are similar to the scope of work to be performed in this contract.

REFERENCE 1

Name of Firm			
Street Address	City	State	Zip Code
Contact Person		Telephone Numb	er
Email Address			
Dates of Service			
Value or Cost of Service			
Brief Description of Service Provided			

REFERENCE 2

Name of Firm				
Street Address	City	State	Zip Code	
Contact Person		Telephone Number		
Email Address				
Dates of Service				
Value or Cost of Service				
Brief Description of Service Provided				

REFERENCE 3

Name of Firm					
Street Address	City	Stat	te	Zip Code	
Contact Person		Telephone Numbe	er		
Email Address					
Dates of Service					
Value or Cost of Service					
Brief Description of Service Provided					

Company Name:	
for a total of four (4) years, in one (1) amount of Mark-up (percentage incre and the following years of renewal. A	of this Request for Proposal Invitation could be renewed year increments. If so, what would be the maximum ase) in pricing would your company apply to the first year all percentages are subject to negotiations at each contract are not automatically applied but must be mutually the university.
% of Mark-up	Year 1
% of Mark-up	Year 2

This Form MUST BE SUBMITTED in a SEPARATE SEALED ENVELOPE.

% of Mark-up _____ Year 3

% of Mark-up _____ Year 4

<u>SECTION 3 – SELECTION CRITERIA</u> BEST VALUE PROPOSALS EVALUATION

The Competitive Sealed Request for Proposal method and award shall be the basis for evaluating each proposal. Interested contractor's proposal shall include responses to the following criteria which will be used in evaluating the "Best Value" proposal (pursuant to Arkansas Code 19-4-1416 (a) (1)) for the campus.

1.1 QUALIFICATIONS AND EVALUATION CRITERIA

The Contractor(s) selected for an award will be the Contractor(s) who submits the most advantageous proposal to the University. The University of Arkansas at Pine Bluff is not bound to accept the lowest priced proposal if that proposal does not provide the "Best Value". The criteria for evaluation of qualified proposals, and selection of the successful Contractor(s) for this award, will be based on the factors listed below (see proposal evaluation forms attached as part of the Proposal Form). Each criterion should be on a separate page, numbered and titled as listed below. The University will evaluate Proposals submitted based on the criteria listed below. When responding to this RFP, firms must reply to each of the items set forth in Sections 3.2 through 3.8.

Note: All proposals must be typewritten in single spaced, size 11 Arial or Times New Roman font on standard 8 ½ x 11 paper (larger paper is permissible for charts, spreadsheets, etc.) with appropriated binding and tabs that index each section. Margins shall be set at 1" on all sided of the pages. Pages must be numbered. All responses to this RFP shall be organized in the same order as listed below in sections 3.2 through 3.8, and should be thorough, clear, concise, and avoid duplication of information. The maximum number of pages to be submitted is twenty-five (25).

1.2 CONTRACTOR'S CAPABILITIES (MAXIUMUM OF 25 POINTS)

- 1. Submit three (3) asphalt, concrete, or pavement completed projects within the last year from another commercial corporation, state agency or another higher education institution.
- 2. The following information should be provided for each project:
 - A brief description of the work including the location, please be specific as to building name/address, etc.
 - The Owners name and contact information.
 - Budget information showing initial and final contract values.
 - List all change orders, including high-level scopes (e.g. changed condition);
- 1.2.1 The University of Arkansas at Pine Bluff is looking for a Job Order Contractor with a proven track-record of effectively and efficiently managing multiple small projects with individual schedules and locations
 - 1. Please use the contracts you listed above and describe your business management procedures, approach, or similar that allows your firm to successfully manage numerous small projects at once.
 - 2. List 2-5 best practices.

1.3 REFERENCES (MAXIUMUM OF 10 POINTS)

- 1. List three (3) references of current and past companies (See Technical Response Package)
- 2. Provide three (3) letters of recommendation from other commercial corporations, another state agencies, or a higher education institution.

1.4 <u>CONTRACTOR MANAGEMENT AND PERSONNEL CAPABILITIES (MAXIMUM OF 25 POINTS</u>

- 1. Provide a comprehensive overview of quality control personnel, including plans, standards, deficiency, management, punch out list procedures, emergency protocols, and contingency strategies to ensure seamless operations within our active educational environment.
- 2. Organization Chart for the proposed staffing for this JOC Contract
- **3.** Examples of project management reports, close-out documents, submittal procedures and safety reporting.
- **4.** List any certifications, professional membership, and licenses that key personnel hold that are relevant to this project

1.5 <u>SAFETY (MAXIMUM OF 10 POINTS)</u>

- **1.** One page or less:
 - Describe your company's approach to the prevention of accidents and injuries on small projects?
 - What safety responsibilities are employees expected to uphold in your company?
 - In what ways does your company involve employees in maintaining project safety?
 - Provide an example of a site-specific safety plan implemented on a project within the past year.

1.6 CONTRACTOR'S COST & MARK-UP PERCENTAGE (MAXIMUM OF 50 POINTS)

Contractor's Cost (Technical Response Package) (25 points)

✓ This should be your charge for each job that is listed

Contractor's proposed mark-up (Technical Response Package). (25 points)

✓ The percentage for mark-up shall include all overhead costs, general administrative costs, profit and all other costs not covered by RS Means Bare Cost Data and shall compensate the contractor to complete the work in accordance with the terms of the JOC Contract awarded under this solicitation.

1.7 INTERVIEW (MAXIMUM OF 30 POINTS)

The University may also opt to do oral interviews which if done, interviews points will be eliminated from the evaluation criteria.

Should your firm be invited to an interview, questions will be directed solely to the proposed key project staff. At a minimum, the following key individuals responsible for JOC services shall attend the corporate executive to be dedicated to the JOC Contract; the project manager; the facilities director.

In an email from the University, the selected firms will be provided with detailed information regarding the content of the interview. However, generally, the interview will consist of the following elements:

- a presentation regarding a hypothetical project scenario; and
- questions to be responded to at the interview.

The total interview time will be 30 minutes, broken down as follows:

- 15 minutes for the firm's presentation
- 15 minutes for questions and answers

Interview: the interview criteria and their associated maximum points are as follows:

Presentation: 15 points

Response to questions: **10 points**

Quality of overall interaction between team members and with the University: 5 points

Subtotal: 30 points

1.8 EVALUATION CRITERIA

The Proposal criteria and their associated maximum points are as follows:

Section	oints
Contractor's Capabilities	25
References	10
Contract Management and Personnel Capabilities	25
Safety	10
Interview	30
Subtotal (RFP Responses)	100
Cost & Mark-Up Percentage	50
Total Points	150

Presentation: **15 points**

Response to questions: **10 points**

SECTION 4 – COSTING SECTION (Rate Categories)

Listed below are rate categories (Classification). Failure to put a rate in each category may cause your bid to be rejected from further consideration. UAPB may opt to adjust any unknown rates or difficult to assess rates with documentation if we deem appropriate to do so with the successful contractor.

SECTION 1				
CLASSIFICATION	RATE/COST	UNIT		
Small asphalt/paving job	\$	Job Estimate		
 Dimensions – 100 tons or less 				
Medium asphalt/paving job	\$	Job Estimate		
 Dimensions 100-500 tons 				
Large asphalt/paving job	\$	Job Estimate		
 Dimensions 500-1,000 tons 				
Extra large – Asphalt Paving	\$	Job Estimate		
 Dimensions 1,000 tons or more 				
Undercut of unsuitable materials as determined by a	\$	Cubic Yard		
soils engineer				
Removal of rocks as determined by a soils engineer	\$	Cubic Yard		
Preparing base including gravel	\$	Square Foot		
Traffic Markings, acrylic waterborne, (white or yellow), 4" wide Note: \$/lf (much cheaper)	\$			
Traffic Markings, thermoplastic, (white or yellow), 4" wide Note: \$/If (expensive but last much longer)	\$			
Traffic Markings, arrows	\$			
Overlay of existing, milling perimeter	\$	Square Yard		
Overlay of existing, 1" wear course	\$	Square Yard		
Patching pot holes	\$	Hourly Rate		
Utility Crossing	\$			

List below any other classifications and rates you would charge that would apply to the following.

CLASSIFICATION	RATE/COST	UNIT
Dirt Hauling and Spreading	\$	Yard
Gravel Hauling and Spreading	\$	Yard
SB2 Hauling and Spreading	\$	Yard
Fly Ash Hauling and Spreading	\$	Yard
GRAND TOTAL SECTION 5	\$	•

NOTE CAREFULLY:

In compliance with Act 1476 of 2003 (Regarding Job Order Contracting), all hourly rate/cost increase for any classification and/or percentage of increases to rates over subsequent years are "prohibitive". In order to continue with any annual renewals the rates listed herein must be firm and fixed for the entire contract period and any/ annual extensions.

Please "disregard" any references to hourly rate increase per classifications which may appear in this document.

NOTE: The hourly "rate bid" shall include all labor, tools, travel, trucks, and applicable taxes.

CONTRACT AND GRANT DISCLOSURE AND CERTIFICATION FORM

				lay in obtaining a c	ontract, lea	se, purchas	se agreement, or grant award with any Arkansas State A	gency.
SUBCONTRACTOR: SUI	BCONTRAC	TOR NAME	≣:					
TAXPAYER ID NAME:				S THIS FOR:	?	□ Se	ervices? Both?	
YOUR LAST NAME:				FIRST NAME:			M.I.:	
ADDRESS:								
CITY:				STATE:		ZIP COI	DE: CO	DUNTRY:
AS A CONDITION OF OBTAINING, EXTENDING, AMENDING, OR RENEWING A CONTRACT, LEASE, PURCHASE AGREEMENT, OR GRANT AWARD WITH ANY ARKANSAS STATE AGENCY, THE FOLLOWING INFORMATION MUST BE DISCLOSED:								
				For	IND	IVII	OUALS*	
Indicate below if: you, your spou	se or the	brother,	sister, parent, or	child of you or your	spouse is a	a current or	former: member of the General Assembly, Constitution	al Officer, State Board or Commiss
Position Held	Mark (√)		to complete the comment	on of Job Held	For How Long?		What is the person(s) name and how are they related to you? [i.e., Jane Q. Public, spouse, John Q. Public, Jr., child, etc.]	
	Current	Former	board/ commiss	ion, data entry, etc.]	From MM/YY	To MM/YY	Person's Name(s)	Relation
General Assembly								
Constitutional Officer							2	
State Board or Commission Member								
State Employee								
■ None of the above appli	ies							
			For	AN E	NTIT	Т Ү (Business) *	
Indicate below if any of the following persons, current or former, hold any position of control or hold any ownership interest of 10% or greater in the entity: member of the General Assembly, Constitutional Officer, State Board or Commission Member, State Employee, or the spouse, brother, sister, parent, or child of a member of the General Assembly, Constitutional Officer, State Board or Commission Member, or State Employee. Position of control means the power to direct the purchasing policies or influence the management of the entity.								
Position Held	Mark (√)		Name of Position of Job Held [senator, representative, name of		For How Long?		What is the person(s) name and what is his/her % o what is his/her position of con	
Position Heid	Current	Former		n, data entry, etc.]	From MM/YY	To MM/YY	Person's Name(s)	Ownership Position of Interest (%) Control
General Assembly								
Constitutional Officer								
State Board or Commission Member								
State Employee								
Mono of the above appli	00							

Contract and Grant Disclosure and Certification Form

Failure to make any disclosure required by Governor's Executive Order 98-04, or any violation of any rule, regulation, or policy adopted pursuant to that Order, shall be a material breach of the terms of this contract. Any contractor, whether an individual or entity, who fails to make the required disclosure or who violates any rule, regulation, or policy shall be subject to all legal remedies available to the agency.

As an additional condition of obtaining, extending, amending, or renewing a contract with a state agency I agree as follows:

- 1. Prior to entering into any agreement with any subcontractor, prior or subsequent to the contract date, I will require the subcontractor to complete a CONTRACT AND GRANT DISCLOSURE AND CERTIFICATION FORM. Subcontractor shall mean any person or entity with whom I enter an agreement whereby I assign or otherwise delegate to the person or entity, for consideration, all, or any part, of the performance required of me under the terms of my contract with the state agency.
- 2. I will include the following language as a part of any agreement with a subcontractor:
 - Failure to make any disclosure required by Governor's Executive Order 98-04, or any violation of any rule, regulation, or policy adopted pursuant to that Order, shall be a material breach of the terms of this subcontract. The party who fails to make the required disclosure or who violates any rule, regulation, or policy shall be subject to all legal remedies available to the contractor.
- 3. No later than ten (10) days after entering into any agreement with a subcontractor, whether prior or subsequent to the contract date, I will mail a copy of the CONTRACT AND GRANT DISCLOSURE AND CERTIFICATION FORM completed by the subcontractor and a statement containing the dollar amount of the subcontract to the state agency.

I certify under penalty of perjury, to the best of my knowledge and belief, all of the above information is true and correct and that I agree to the subcontractor disclosure conditions stated herein.						
Signature	Title		Date			
Vendor Contact Person	Title		Phone No			
Agency use only Agency Agency NumberName_	Agency Contact Person	Contact Phone No	Contract or Grant No			

Form (Rev. October 2018) Department of the Treasury Internal Revenue Service

Request for Taxpayer Identification Number and Certification

► Go to www.irs.gov/FormW9 for instructions and the latest information.

Give Form to the requester. Do not send to the IRS.

	1 Name (as shown on your income tax return). Name is required on this line; of	do not leave this line blank.						
	2 Business name/disregarded entity name, if different from above	°.						
Print or type. See Specific Instructions on page 3.	3 Check appropriate box for federal tax classification of the person whose nar following seven boxes. Individual/sole proprietor or □ C Corporation □ S Corporation single-member LLC Limited liability company. Enter the tax classification (C=C corporation, S Note: Check the appropriate box in the line above for the tax classification LLC if the LLC is classified as a single-member LLC that is disregarded another LLC that is not disregarded from the owner for U.S. federal tax is disregarded from the owner should check the appropriate box for the text of the control of	Partnership S=S corporation, P=Partnership) I on of the single-member owner. The owner unless the owner ourposes. Otherwise, a single-metax classification of its owner.	Trust/estate Do not check of the LLC is	Exem code	emptions n entities ctions of pt payee ption fro (if any) to account	s, not ind n page 3 code (if m FATC	dividua 3): any) A repo	erting
	7 List account number(s) here (optional)							
Part	Taxpayer Identification Number (TIN)							
	our TIN in the appropriate box. The TIN provided must match the nar		Social sec	curity n	umber			
backup withholding. For individuals, this is generally your social security number (SSN). However, for a				7 [
resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see <i>How to get a</i>] ⁻ L		
TIN, la	ter.		or			10 100-00		
	If the account is in more than one name, see the instructions for line 1	I. Also see What Name and	Employer	identif	ication	number		
Numbe	er To Give the Requester for guidelines on whose number to enter.			-				
Part	II Certification							
Under	penalties of perjury, I certify that:			2.				
2. I am Serv	number shown on this form is my correct taxpayer identification num not subject to backup withholding because: (a) I am exempt from ba rice (IRS) that I am subject to backup withholding as a result of a failuinger subject to backup withholding; and	ckup withholding, or (b) I have	e not been n	otified	by the	Interna		
3. I am	a U.S. citizen or other U.S. person (defined below); and							
4. The	FATCA code(s) entered on this form (if any) indicating that I am exem	pt from FATCA reporting is o	orrect.					
you hav acquisi other th	cation instructions. You must cross out item 2 above if you have been note failed to report all interest and dividends on your tax return. For real estition or abandonment of secured property, cancellation of debt, contribution interest and dividends, you are not required to sign the certification, to	state transactions, item 2 does ions to an individual retiremen	not apply. Fo	r morte t (IRA),	gage int	erest panerally,	aid, payme	ents
Sign Here	Signature of U.S. person ►	Date ▶						
Ger	neral Instructions	 Form 1099-DIV (dividen funds) 	ds, including	those	from st	ocks o	r mutu	ual
Section references are to the Internal Revenue Code unless otherwise noted.		 Form 1099-MISC (various types of income, prizes, awards, or gross proceeds) 						
Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.		 Form 1099-B (stock or mutual fund sales and certain other transactions by brokers) 						
		Form 1099-S (proceeds from real estate transactions)						
	oose of Form	Form 1099-K (merchant Town 1099 / house and the second s						
An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer		• Form 1098 (home mortg		, 1098	-E (stud	ent loa	ın inte	erest),
	cation number (TIN) which may be your social security number individual taxpayer identification number (ITIN), adoption	• Form 1099-C (canceled debt)						
taxpay	er identification number (ATIN), or employer identification number	Form 1099-A (acquisition or abandonment of secured property) Lea Form W. Captaif you are a H. C. person (including a regident).						
amoun	o report on an information return the amount paid to you, or other t reportable on an information return. Examples of information include, but are not limited to, the following.	Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.						
	1000 INT (interest earned or paid)	If you do not return Form W-9 to the requester with a TIN, you might						

later.



Office of Procurement

COMBINED CERTIFICATIONS FOR CONTRACTING WITH THE STATE OF ARKANSAS

Pursuant to Arkansas law, a vendor must certify as specified below and as designated by the applicable laws.

- 1. **Israel Boycott Restriction:** For contracts valued at \$1,000 or greater.
 - A public entity shall not contract with a person or company (the "Contractor") unless the Contractor certifies in writing that the Contractor is not currently engaged in a boycott of Israel. If at any time after signing this certification the Contractor decides to boycott Israel, the Contractor must notify the contracting public entity in writing. See Arkansas Code Annotated §25-1-503.
- 2. **Illegal Immigrant Restriction:** For contracts valued at \$25,000 or greater.

No state agency may contract for services with a Contractor who knowingly employs or contracts with an illegal immigrant. The Contractor shall certify that it does not knowingly employ, or contract with, illegal immigrants. See Arkansas Code Annotated §19-11-105.

- 3. Energy, Fossil Fuel, Firearms, and Ammunition Industries Boycott Restriction: For contracts valued at \$75,000 or greater.
 - A public entity shall not contract unless the contract includes a written certification that the Contractor is not currently engaged in and agrees not to engage in, a boycott of an Energy, Fossil Fuel, Firearms, or Ammunition Industry for the duration of the contract. See Arkansas Code Annotated § 25-1-1102.
- 4. **Scrutinized Company Restriction:** Required with bid or proposal submission.

A state agency shall not contract with a Scrutinized Company or a company that employs a Scrutinized Company as a subcontractor. A Scrutinized Company is a company owned in whole or with a majority ownership by the government of the People's Republic of China. A state agency shall require a company that submits a bid or proposal for a contract to certify that it is not a Scrutinized Company and does not employ a Scrutinized Company as a subcontractor. See Arkansas Code Annotated § 25-1-1203.

By signing this form, the Contractor agrees and certifies they are not a Scrutinized Company and they do not currently and shall not for the aggregate term of any resultant contract:

- Boycott Israel.
- Knowingly employ or contract with illegal immigrants.
- Boycott Energy, Fossil Fuel, Firearms, or Ammunition Industries.
- Employ a Scrutinized Company as a subcontractor.

Contract Number:	Description:		
Agency Name: University of Arkansas	s at Pine Bluff		
Vendor Number:	Vendor Name:		
Vendor Signature		Date	