



Procurement and Contracting Services

Request for Proposals for Replacement Dorm on Kitt Peak

**MANDATORY PRE-PROPOSAL SITE VISIT AGENDA
OCTOBER 28, 2024, AT 9:00 AM**

**Please mark all proposal submission
Envelopes with the following information**

**Sealed RFP # L262501
Due on December 8, 2024, no later than 2:00 PM, MST**

Pre-Proposal Meeting & Site Visit Agenda October 28, 2024, Starting at 9:00 AM

Welcome – Talaney Garth

All participants should park in the big Visitor Center parking lot, and meet at 9:00 am. We will walk over to the Administration Building to begin our Pre-Proposal Site Meeting. Please allow ample time to arrive at site. Kitt Peak Visitor Center is about an hour and fifteen minutes from the University of Arizona.

Sign-in

All participants must sign in with their name, company, phone, and email address.

Introductions – Talaney Garth

Introduce the members of the RFP committee.

Contractors introduce themselves by name and company.

Ground Rules – Talaney Garth

Please hold all questions until the “Overview of RFP” portion of this meeting.

All specifications, terms and conditions of this solicitation will remain unchanged unless the solicitation is amended in writing.

The questions and responses asked during this site visit will be documented in an addendum along with other questions received prior to the technical question deadline. All questions and responses will be posted to the UA Purchasing website.

Responses to questions raised on this site visit are not official and should not be considered in preparing your proposal unless the question and response appear in the addendum.

All addenda distributed will be made available to interested parties via the UA Purchasing website at: [http://pacs.arizona.edu/RFP-BID Opportunities](http://pacs.arizona.edu/RFP-BID_Opportunities).

Questions after this site visit should be sent directly to Talaney Garth at tgarth@arizona.edu until the deadline on November 11, 2024, at 12:00 PM.

Important RFP Criteria – Talaney Garth

Critical Dates – Section 3.3 – Schedule of Events

All Technical Questions are Due by November 11, 2024, by 12:00 PM.

RFP Close Date is December 8, 2024, at 2:00 PM, submittals are only accepted online through the box link upload and no late submittals will be accepted.

Performance Payment Bonds – Section 3.7.15 Performance and / or Payment Bonds

We are asking all vendors to include the cost of Performance and Payment Bonds as a separate line item for this scope of work. The UA reserves the right to require such bonds.

Project Overview

Scope of Work – Talaney Garth

Section 5.0 – Scope of Work, Specifications, Technical Requirements – All vendors should review this section of the RFP in detail to ensure all specifications and requirements are met in proposal submittals.

Background and Award Schedule – Alyson Ford

Method of Award – Section 3.9.8 Method of Award

The award of this RFP will be determined by Section 3.9.8, Evaluation Criteria, listed on Page 13. Make sure your RFP response is sufficiently detailed and specifically address the items listed.

Limiting Criteria – Section 3.9.8 Method of Award

The Limiting Criteria are:

- Required AZ State Contractor License
- Required Minimum Insurance Coverages
- Onsite General Contractor Required

If you do not meet these criteria your proposal will not be considered.

Working on Kitt Peak

TERO Compliance Officer – Clayton Antone
EPO / Waste Management – Robert Sixkiller

Section 5.3 Tribal Regulation – Article 9

The Observatory is located within the boundaries of the Tohono O’odham Nation. All Bidders shall comply with Ordinance No. 01-85, “TERO Ordinance” and the implementing regulations issued by the Tohono O’odham Employment Rights Commission, as well as any other applicable tribal laws or regulations.

AURA / NOIR Lab Site Rules – Larry Reddell

University of Arizona Site Rules – Sean Keel

In- Person Tour and Overview of RFP Scope – Sean Keel, Bruce Hille, Tom Reeve

Meet at University of Arizona Radio Observatory (ARO) 12-meter Telescope site

Dormitory site and surrounding soil/water drainage area/boundary classified as disturbed land.

Power distribution source.

Sewer connection and septic tank.

Potential Set down areas.

Dumpster/port a potty locations.

Conclusion – Questions from Vendors

Kitt Peak National Observatory - Arizona



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