June 27, 2019

REQUEST FOR QUALIFICATIONS

2019 JOB ORDER CONTRACTING (JOC) PROGRAM

DUE: 3:00 P.M., MST, AUGUST 6, 2019

Time and Date of Pre-Proposal Conference
9:30 A.M., MST, July 16, 2019

Deadline for Inquiries
5:00 P.M., MST, July 23, 2019

Time and Date Set for Closing
3:00 P.M., MST, August 6, 2019
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The General Information and Selection Process, and Supplemental Attachments and Forms are part of the Request for Qualifications and the terms, conditions, and criteria therein must be met by Proposer. These documents are located at [https://cfo.asu.edu/purchasing-construction](https://cfo.asu.edu/purchasing-construction), select the Job Order Contracting tab.
SECTION 1        REQUEST FOR QUALIFICATIONS

ARIZONA BOARD OF REGENTS
REQUEST FOR QUALIFICATIONS (RFQ)

Arizona State University (ASU) extends an invitation to interested and qualified firms or individuals to submit formal sealed qualifications to provide Job Order Contracting (JOC) construction services as described herein.

Proposals shall be marked as follows:

Proposal for Performance of 2019 JOC Construction Services:

**Submitting Firm:**

<table>
<thead>
<tr>
<th>RFQ Project Name</th>
<th>2019 JOC Program</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attention:</td>
<td>Kevin Hall, Sr. Buyer</td>
</tr>
<tr>
<td>Time/Date Due:</td>
<td>3:00 P.M., MST, August 6, 2019</td>
</tr>
</tbody>
</table>

All times noted are Mountain Standard Time (MST). Please note that Daylight Savings Time is NOT observed. Formal sealed qualifications need to be either hand delivered or express mailed and addressed and delivered to Purchasing and Business Services, University Services Building, Reception Desk in the Main Lobby to:

Express delivery:

Attention: Kevin Hall, Sr. Buyer
Arizona State University,
c/o Purchasing and Business Services
1551 S. Rural Road
Tempe, Arizona 85281

Or, if mailed:

Attention: Kevin Hall, Sr. Buyer
Arizona State University
C/O Purchasing and Business Services
PO Box 875212
Tempe, Arizona 85287-5212

Telegraphic, telephonic or telecopy (FAX) submittals or modifications of submittals will not be considered at this time. **PROPOSALS RECEIVED AFTER THE TIME AND DATE SET FOR SUBMITTAL WILL NOT BE CONSIDERED AND WILL BE RETURNED TO THE SENDER.** Each Proposer is solely responsible for the delivery of its Proposal to the above location by the time and date specified. If a Proposer elects to submit its Proposal by mail, the Proposal must be received in ASU Purchasing and Business Services offices in the University Services Building by the time and date due. ASU is not responsible if U.S. Mail or ASU Mail Services fails to make a delivery on time.

**This proposal is open until 3:00 P.M., MST, August 6, 2019** at which time a representative of Purchasing and Business Services will announce publicly only the names of those firms or individuals submitting qualifications. No other public disclosure will be made until after the award and execution of the contract.
DIRECTIONS TO USB VISITOR PARKING AND BUILDING PROTOCOL

Purchasing and Business Services is in the University Services Building, (1551 S. Rural Road, Tempe AZ, 85281) located on the east side of Rural between Broadway Ave. and Apache Blvd. Visitors may park in USB Lot 45, located directly behind the building using the Pay by Space machine. The machine is located near the main entry to USB to allow visitors to park their vehicles and easily access the machine on their way into the building.

Warning: Please do not park in any reserved spaces. For example, 20 min loading, etc. If your vehicle is ticketed or towed, you will be responsible for your vehicle.

If you are visiting USB anywhere other than the Front Lobby, check in and obtain a visitor’s badge from the USB Reception Desk to wear while in the building. The receptionist will call to have you escorted to your meeting.

RETURN OF PROPOSALS

ASU will return any proposals that are left at the front desk after the scheduled opening date and time.

ARIZONA STATE UNIVERSITY

Kevin Hall

Kevin Hall, CPSM
Sr. Buyer
Purchasing and Business Services
Construction Group
Kevin.Hall@asu.edu
Project Description
ASU is seeking to contract with multiple construction contractors to provide job order contracting (JOC) construction services. Formal sealed qualifications are due on or before 3:00 P.M., MST, August 6, 2019.

Pre-Proposal Conference
A RECOMMENDED Pre-Proposal Conference is scheduled for 9:30 A.M., MST, July 16, 2019, in MU 221 (Arizona Ballroom) at the Memorial Union of Arizona State University Tempe Campus. All times noted are Mountain Standard Time (MST). Please note that Daylight Savings Time is NOT observed. It is recommended that you park in the Fulton Center Parking, located at College Avenue and University Drive. Cross University Drive and walk south to the Memorial Union. Reference the ASU Parking Map at http://www.asu.edu/map. Attendance is strongly recommended for those who desire to submit a Proposal. The ASU Project Manager will be available to discuss the Project. Make sure to bring your business card for streamlined sign-in.

Obtain a Copy of RFQ
The Request for Qualifications instructions, a description of requested services, information on the Project and a description of the proposal and selection process is available at the Arizona State University Bid Board at https://cfo.asu.edu/construction-facilities-bid-board. Requests may be made in writing via email to Kevin Hall at Kevin.Hall@asu.edu and Purchasing will email or mail you the RFQ. You may also pick up a copy at the University Services Building, 1551 S. Rural Rd., Tempe, AZ, 85281. Please ask for the Buyer at the lobby desk.

ASU reserves the right to cancel this Request for Qualifications, to reject any or all Proposals, and to waive or decline to waive any irregularities in any submitted Proposals, or to withhold the award for any reason ASU may determine to be in ASU’s best interest. ASU also reserves the right to hold open any or all Proposals for a period of one hundred and twenty (120) days after the date of opening thereof and the right to accept a Proposal not withdrawn before the scheduled opening date.

All correspondence relating to this RFQ must be addressed to:

Purchasing and Business Services
Attention: Kevin Hall
Title: Senior Buyer
Arizona State University
PO Box 875212
Tempe, Arizona 85287-5212
Phone: 480-727-2478
Email address: Kevin.Hall@asu.edu

ARIZONA BOARD OF REGENTS
By ___ Jay Heiler ___
Chair
By ___ Ram Krishna ___
Secretary

Publication Date: Daily News Sun on 7/1/19
SECTION 2 DOCUMENT LISTING

2019 JOC 2019 - RFQ
   Request for Qualifications 2016 JOC

2019 JOC Exhibits A and B
   Exhibit A – Job Order Form
   Exhibit B – Standard Form of Proposal

2019 JOC Attachments A – C
   Attachment A – RFQ Checklist
   Attachment B – JOC Data Form
   Attachment C – JOC Fee Schedule

Other Documents included in this RFQ
   Standard Form of Agreement between Owner and Contractor for Job Order Contracting (JOC Agreement)
   JOC General Information & Selection Process
   JOC Supplemental Attachments and Forms

Note: By submitting a response to this RFQ, your firm acknowledges and agrees to all terms & conditions of the JOC Agreement.

The ASU Project Guidelines, ASU Comprehensive Development Plan and Tempe Master Plan are available at: https://cfo.asu.edu/fdm-design-professionals
SECTION 3 SPECIFICATIONS AND SCOPE OF SERVICES

NOTE: ASU reserves the right to cancel all agreements at their discretion.

A. Job Order Contracting (JOC) Overview

A Job Order Contract (JOC) is a competitively procured, fixed-fee indefinite-quantity contract. It is placed with a contractor(s) for the accomplishment of minor construction of less than two-million dollars in construction costs, emergency repair, rehabilitation and alteration services for the duration of the project and a warranty period of two years. Under the JOC concept, the Contractor(s) furnishes management, labor, materials, and equipment needed to perform the work.

1) The primary purposes of the JOC Program are:

   • To provide Owner with the means to accomplish multiple projects at various ASU locations in a short time frame
   • To assure quality construction work
   • To complete each project for a reasonable and appropriate price

2) JOC(s) must follow both the ASU Facilities Development & Management (FDM) Project Guidelines; and, the Environmental Health Services Guidelines for Construction and Demolition Located at https://cfo.asu.edu/design-professionals. Include all aspects in your submittal of your methodology to meet the requirements of the Project Guidelines - sustainability, signage, accessibility and so forth.

3) The JOC Program is an indefinite quantity, job order contracting arrangement for such construction services as ASU may request from time to time by issuance of a separate job order for each project. Each job order will describe the construction work to be provided by contractor for that project, see Exhibit A - Job Order Form. It is anticipated that there will be multiple projects, under multiple job orders, at multiple ASU locations. ASU does not guarantee a specific number of job orders under this RFQ.

4) The work will be required on the following ASU Campus and other locations, including but not limited to:

   • ASU at the Tempe Campus in Tempe, Arizona
   • ASU at the West Campus in Phoenix, Arizona
   • ASU at the Polytechnic Campus in Mesa, Arizona
   • ASU at the Downtown Phoenix Campus in Phoenix, Arizona
   • ASU at the Lake Havasu Campus in Lake Havasu, Arizona
   • Any ASU leased buildings in various locations

5) The amount to be paid by the Owner for the project under each job order is determined after final scope is developed, subcontracts are signed, and the final price have been agreed upon utilizing Exhibit B – Standard Form of Proposal. The total contract price for each job order will not exceed $1,999,999 inclusive of any modifications, and construction, alteration, rehabilitation, PO modifications (change orders), remodeling, renewal and renovation.
6) Other JOC contractors with cooperative contracts may be used but require CPMG management approval and must provide a service not available within the selected finalist capability or capacity.

7) The type of JOC projects can include, but are not limited to, projects depicted in Attachment B - JOC Data Form.

B. Method of Pricing, Evaluation and Selection

1) Pricing

   a) Three Bid Method: Pricing consists of obtaining a maximum of three quotes, unless otherwise approved by ASU, from a list of pre-qualified subcontractors for each trade, selecting the lowest quote.

      For each CSI division on the JOC Cost Proposal and Schedule of Values, the following scale shall be used when receiving subcontractor bids for work:

      Up to $49,999 One (1) Subcontractor bid required

      $50,000 - $1,999,999 Three (3) Subcontractor bids required

      Your Subcontractor Selection Plan requires Subcontractors to be selected based on qualifications alone or on a combination of qualifications and price and not based on price alone.

   b) Self-Perform Work: Proposer may self-perform any or all work. The proposed self-performed work is subject to the requirements listed below.

      Any self-performed work must be submitted, reviewed and approved by ASU’s Project Manager prior to the bidding process.

      The self-performed work requires the Proposers bid plus a minimum of two additional bids from pre-qualified contractors approved by Owner prior to bid solicitation.

2) Quote Evaluation and Selection

   a) All bids will be opened by the JOC Contractor.

   b) Self-performed work bids shall comply with procedures established in Section 2.6.10 of the General Conditions. Selection of the successful subcontractors bid will be decided by the ASU’s Program Manager in accordance with Section 2.6.9.4.3 of the Contractor General Conditions.

   c) All bids for Self-Perform Work from $50,001.00 to $1,999,999 are to be submitted by each contractor in a sealed envelope to ASU purchasing. They will be opened by ASU purchasing and recorded prior to the JOC processing.
C. Investigation of Conditions

1) Before proposing, contractor shall examine the campuses and local area and fully determine the conditions under which you will operate in performing the work under this contract. No allowance will be made subsequently for failure to do so. Contractor shall satisfy himself as to the general nature of the work and the general and local conditions. Contractor shall gain full knowledge as to transportation, demolition and disposal, handling and storage of materials, parking, etc. in the area which will have a bearing on the performance of his work and the contract for which he submits his proposal.

2) Any failure by the contractor to acquaint himself with all the available information shall not relieve him from any responsibility for performing his work properly or from any agreed upon price.

3) No additional compensation shall be allowed for conditions reasonably ascertainable by contractor prior to submission of his proposal which allegedly increase proposer’s costs to perform the work due to such conditions not having been known to exist or anticipated by him when submitting his proposal.

4) Contractors are cautioned that certain work locations may have hour restrictions (Owner Restrictions, City of Tempe, City of Phoenix, City of Mesa and/or et al) and other locations where ASU work is requested under this contract, and such applicable restrictions will be strictly enforced.

D. Insurance and Bonding Requirements

1) Prior to, and as a condition for the execution of each project-specific Job Order, the contractor shall procure, deliver and maintain and Project specific insurance coverage as provided in the JOC Agreement, Section 6 of the “Exhibit A – Contractor General Conditions”.

2) Prior to, and as a condition for the execution of each project-specific Job Order, the contractor shall procure, deliver and maintain and Performance and Payment Bonds as provided in the JOC Agreement, Section 6 of the “Exhibit A – Contractor General Conditions”.

3) All Projects $50,000 or greater will require project specific Performance and Payment Bonds. ASU may require subcontractors who subcontract amount will be greater than $100,000 to also furnish Performance and Payments Bonds, see the JOC Agreement, Section 6 of Exhibit A for further information.

4) All required performance and payment bonds shall be held by the University in a secure location until the performance of the contract and the payment of all obligations rising there under have been 100% fulfilled. Upon completion of the project and all obligations being fulfilled, it shall be the proposer’s responsibility to request the surety bonding company to submit to the University the necessary documents to approve the release of the bonds. Until such time the bonds shall remain in full force and effect.

E. Contract Term

The initial term of the contract will be two (2) years with a possibility of three (3) successive one (1) year renewals terms as determined by ASU. No agreement will exceed a total term of five (5) years.
F. **Expectations**

1) ASU does not guarantee a minimum Contract Sum under this Contract, and the Job Order Contractor, in accepting this contract, does not expect a minimum contract sum.

2) ASU will have the right to elect to perform work of the types included in the JOC Program itself or to have other contractors perform the work. The submitting contractor will be responsible for furnishing all labor, materials, transportation and services required in accordance with plans and specifications to be issued on a project by project basis.

3) Pre-construction services include, among others:

   a) Milestone conceptual estimating and dynamic conceptual estimating of construction costs during the design process to prepare cost estimates that accurately forecast the Guaranteed Maximum Price (GMP)
   b) Scheduling
   c) Constructability reviews, systems reviews and value engineering
   d) Active participation in all meetings and other CM@RISK designated activities
   e) Communicating information on a timely basis to ASU, the design professional, the design professional’s consultants and any early selected subcontractors
   f) Interacting with ASU, the design professional, the design professional’s consultant’s and any early selected subcontractors on a “team” or “win-win-win” basis
   g) Pre-selection of subcontractors using a qualifications based selection process

Construction services will also require but not limited to: constructability review, schedule review, cost analysis, communication, value engineering, and system engineering throughout the project to maintain a team approach to completing the project.

**NOTE:** The above descriptions of the proposed services are, for purposes of brevity, not intended to be a full description of the scopes of work of anticipated projects.
SECTION 4  PROPOSAL FORMAT AND CONTENTS

The total length of Tabs 1-4 below should not exceed the maximum pages identified in each category (double-sided sheets) of text and graphics in single column format with a font size of no less than 10 points. Section dividers or blank pages do not count toward the page limitations. This limit excludes mandatory ASU Certifications and Forms. Submit the following:

- One (1) clearly marked hardcopy “original” in 8.5” x 11”, non-binding form. No metal or plastic binding; may use folder or clip for easy removal of proposal.

- Two (2) additional copies on separate flash drives in a .pdf document, no passwords, labeled with vendor name, proposal number, and less than 5 MB. Each electronic copy of the entire document must be on a separate flash drive. All required signed Certification Forms and documents are to be included in your .pdf document Confidential information should be on a separate third flash drive and clearly marked.

Note: Proposer should use recycled paper and double-sided copying for the production of all printed and photocopied proposal documents. Furthermore, the documents should be clearly marked to indicate that they are printed on recycled content (minimum 30% post-consumer waste paper).

Proposals must be received by ASU on or before the day and hour set for receipt of Proposals.

ASU is seeking a firm with Job Order Contracting construction phase skills and experience as specified in this RFQ. ASU will be evaluating prior experience that is relevant to the project Scope of Services listed in Section II. The selection criteria is very important to ASU. The criteria is listed in order of their relative importance, beginning with Tab 2, with the more important criteria listed first.

The Proposal must include a response to each of the following items starting at the Cover Sheet. The information and outline below shows how your proposal must be organized and index tabbed.

COVER SHEET
Firm Name
2019 JOC RFQ Proposal
Date

RFP CHECKLIST
Complete Attachment A – RFQ Checklist

TABLE OF CONTENTS
Provide a Table of Contents beginning with Tab 1 Letter of Introduction

TAB 1  LETTER OF INTRODUCTION – 2 pages maximum

TAB 2  STATEMENT OF QUALIFICATIONS

A. General Information
Complete Attachment B – JOC Data Form
B. Prime Firm Project Experience – 3 pages maximum

1) Identify at least three projects in which the firm served as either a Job Order Contractor. The listed projects must demonstrate, through previously completed work, that the firm has developed expertise to provide design phase (pre-construction) and construction services.

For each project listed, please provide:

a) A description of the project.

b) The role of the firm on the project (specify whether Job Order Contractor, Construction Manager at Risk or General Contractor. If applicable, identify the percent of work self-performed. Also, specify services provided during design phase, i.e. cost estimating, scheduling, value engineering, etc.)

c) The original construction budget per the Job Order, actual bid or GMP amount, and the final construction amount. If final construction amount is greater than Job Order price/bid/GMP amount, differentiate between Owner-requested Change Orders and those attributable to other factors.

d) The original project schedule by listing, Construction Start Date, Substantial Completion Date, and Final Completion Date. Compare the contractual dates with actual respective dates. Explain any differences between original and actual project schedule milestones.

e) The name and role of individuals from the proposed team who worked on each project listed in this section.

f) As a reference, provide the Owner’s Firm Name, Address, Project Manager Name (or other Owner Representative for the project), Project Manager Email, Project Manager Phone Number.

NOTE: The Evaluation Criteria includes relative importance those firms who can substantiate successful demonstrated experience on:

• Comparable projects utilizing a JOC delivery method.
• Similar projects with institutions of higher education.
• Comparable projects which were completed 5 or fewer years ago.
• Projects that were sustainably designed and constructed and/or LEED® certified.

2) Provide a list of your job order contracts, for the last five years. Include date of contract, contracting agency, agency contact information, and value of contract for each contract in the list. If your firm has no JOC experience, provide your firm’s plan to develop and implement a JOC program.

C. Prime Team Member Experience – 2 pages maximum

1) Provide information about the firm’s personnel resources (average size of workforce, position classifications, experience, training, location(s) of personnel).

2) Describe your plan for personnel recruitment, particularly during periods of booming construction.
3) Identify the specific individuals from your firm who are proposed to be assigned to this program. Clearly identify the following specific individual(s) responsible for the following roles:

   a) The person who will be responsible for day-to-day management of the project, and coordination and communication with the University during all phases of design and construction.
   b) The person(s) who will lead the pre-construction phase.
   c) The persons who will lead the construction phase the person who will manage the project on-site during the construction phase
   d) The person(s) who will lead the project documentation effort
   e) The LEED® Accredited Professional who will champion sustainable design

4) Project Team: List the primary individuals to be assigned to the ASU JOC projects and identify their positions on the project team. Include a resume (1/2 page maximum per person) describing the applicable qualifications and experience of each individual. List examples of their experience on similar projects and/or projects these individuals have worked on together, identifying project size, schedule and complexity, as well as their specific role.

5) For each key person identified, list their length of time with the firm and at least three comparable projects in which they have played a primary role. If a project selected for a key person is the same as one selected for the firm in Item B (Prime Firm Project Experience) above, provide just the project name and the role of the key person. For other projects provide the following:

   a) Description of project
   b) Role of the person
   c) Contractor method (i.e. Design-bid-build, CM@Risk, Design-Build, JOC)
   d) Project’s original contracted construction cost and final construction cost
   e) Construction start and completion dates
   f) Project owner
   g) Reference information (current name with telephone number for each project listed)

D. Contract Management Plan – 2 pages maximum

1) Provide a statement of your plan for performing and managing the work
2) How will you prepare Job Order cost quotations and invoices? (i.e. what programs/software are used, etc.)
3) How do you plan to ensure prompt responses to Job Order requests?
   a. For purposes of this solicitation Prompt is defined as:
   b. 24-hour reply to a Job Order request
   c. 24-hour question period (after initial visit) to clarify a Job Order
   d. 15-day initial ROM estimate to ASU
4) How do you ensure your firm completes the closeout process in a timely manner?
5) How is your warranty process managed once a project has reached Substantial Completion?
6) What is your plan for responding to and performing multiple job orders at the same time?
7) What limitations will you have geographically or in the number of simultaneous job orders?
8) Provide other pertinent information that will help ASU evaluate your firm and its capabilities

E. Quality Management Plan – 2 pages maximum

1) For pre-construction services, how does your firm work with design professionals to ensure constructability of the design?
2) Provide your inspection process to assure Quality Control
3) How do you stay on schedule? What means and methods does your company use to ensure projects are completed according to contractual dates?
4) Provide an example of how your company has provided value added services at little or no cost to the client on previous projects
5) What is your complaint and dispute resolution procedure?
6) Provide other pertinent information that will help ASU evaluate your firm and its capabilities

F. Subcontractor Selection and Management Plan – 2 pages maximum

1) Refer to JOC Agreement General Conditions Article 2.6.9 – Subcontractors and Subcontracts). Describe how you intend to implement this subcontractor selection plan including your recommendations for subcontractor trades to be selected by qualifications only versus qualifications and bids; and discuss the benefit that your subcontractor selection plan provides to ASU and to the project.
2) Describe how your firm will manage the subcontractor selection process to ensure you are able to contract subcontractors in a timely manner for any Job Order work that may be awarded to your firm and provide a minimum of 3 bids per division of work
3) How does your company ensure financial responsibility? How does your firm hold subcontractors accountable for any mistakes?
4) How will you address controversies and claims related to work performed by subcontractors?
5) Provide other pertinent information that will help ASU evaluate your subcontractor management capabilities

G. Safety – 3 pages maximum

1) Provide an overview of your firm’s safety management plan.
2) Provide an overview of your firm’s safety training program.
3) Provide a letter from your firm’s insurance company stating the Workers’ Compensation Experience Modification Rate (EMR) for the past three (3) years. The letter shall be on the insurance company’s letterhead and shall be signed by an appropriate individual employed by the insurance company.

H. Financial Information – 4 pages maximum
1) Provide a letter from your financial institution indicating the range of credit available to your firm (i.e., credit in the low nine figures or credit line exceeding five figures) or your firm’s latest annual financial report.

2) Provide a letter from your financial institution and/or officers of major suppliers, indicating confidence in your firm’s stability and payment history.

I. **Other Selection Criteria** – 1 page maximum

1) Evaluation of Current and Anticipated Workload
2) Results from reference checks
3) Past ASU performance

**TAB 3** ADDITIONAL INFORMATION – 1 page maximum

Include additional relevant information such as literature, slicks, pictures, and other pertinent supporting printed data (if any). Firms are not required to submit Additional Information.

**TAB 4** CONTRACTOR FEE

Complete Attachment C – Contractor Fee Schedule and Detail of Contractor Fee

**TAB 5** SUPPLEMENTAL ATTACHMENTS AND FORMS - Mandatory

Proposer must sign, date and return all Supplemental Attachments and Forms located at [ASU Purchasing Construction Forms](#) select the Job Order Contracting tab.

Attachment 1: Addenda, General Instructions, Regulatory Information, and Selection Process Acknowledgments
Attachment 2: Proposal Certification
Attachment 3: Conflict of Interest Certification
Attachment 4: Federal Debarred List Certification
Attachment 5: Anti-Lobbying Certification
Attachment 6: Supplier Sustainability Questionnaire
Attachment 7: Service Provider Acknowledgement
SECTION 5 EXHIBITS

EXHIBIT A

JOB ORDER FORM - SAMPLE

<table>
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<tr>
<th>JOB ORDER</th>
<th>Job Order Number:</th>
<th>Date:</th>
</tr>
</thead>
</table>

To:  
Job Order Contracting Contractor ("Contractor")

From: Arizona Board of Regents for and on behalf of Arizona State University ("Owner")

Re: Job Order Project Number _____________________________

Job Order Project Name _______________________________

This Job Order is issued pursuant to the Agreement Between Owner and Contractor (for Job Order Contracting), dated ____________, 20 and other JOC Contract Documents. This Job Order is the Notice to Proceed with the subject Job Order Project on the below

Job Order Start Date ______________________________________

The terms of this Job Order are as follows:

Part I - Scope of Job Order Work

Description of the Scope of Job Order Work:
Job Order project fees may be determined by one of two (2) methods or by combination-of methods. The determination as to which method will be used is at the discretion of the Owner in concert with the Contractor at the time a prospective Job Order project is identified to the Contractor.

1) Pricing.

   a) Three Bid Method: Pricing consists of obtaining a maximum of three quotes, unless otherwise approved by ASU, from a list of pre-qualified subcontractors for each trade, selecting the lowest quote.

      For each CSI division on the JOC Cost Proposal and Schedule of Values, the following scale shall be used when receiving subcontractor bids for work:

      Up to $49,999                                       One (1) Subcontractor bid required
      $50,000 - $1,999,999                                Three (3) Subcontractor bids required

      Your Subcontractor Selection Plan requires Subcontractors to be selected based on qualifications alone or on a combination of qualifications and price and not based on price alone.

   b) Self-Perform Work: Proposer may self-perform any or all work. The proposed self-performed work is subject to the requirements listed below.

      Any self-performed work must be submitted, reviewed and approved by ASU’s Project Manager prior to the bidding process.

      The self-performed work requires the Proposers bid plus a minimum of two additional bids from pre-qualified contractors approved by Owner prior to bid solicitation.

2) Quote Evaluation and Selection

   a) All bids will be opened by the JOC Contractor.

   b) Self-performed work bids shall comply with procedures established in Section 2.6.10 of the General Conditions. Selection of the successful subcontractors bid will be decided by the ASU’s Program Manager in accordance with Section 2.6.9.4.3 of the Contractor General Conditions.

   c) All bids for Self-Perform Work from $50,001.00 to $1,999,999 are to be submitted by each contractor in a sealed envelope to the ASU Project Manager. The ASU Project Manager will review and respond/approve.

3) Quote Comparisons

<table>
<thead>
<tr>
<th>Task Description</th>
<th>Unit of Measurement</th>
<th>Unit Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>a</td>
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</table>
4) A list of Drawings and Specifications for the Project is attached as Attachment 1.

<table>
<thead>
<tr>
<th>JOB ORDER</th>
<th>Job Order Number:</th>
<th>Date:</th>
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</table>

**Part II - Specific Information**

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<tbody>
<tr>
<td>1.</td>
<td>Job Order Price</td>
</tr>
<tr>
<td>2.</td>
<td>Schedule</td>
</tr>
<tr>
<td>Job Order Start Date:</td>
<td></td>
</tr>
<tr>
<td>(Date construction must start)</td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td>Substantial Completion</td>
</tr>
<tr>
<td>Job Order Substantial Completion Date</td>
<td></td>
</tr>
<tr>
<td>(Date of Owner Occupancy)</td>
<td></td>
</tr>
<tr>
<td>4.</td>
<td>Liquidated Damages</td>
</tr>
<tr>
<td>Liquidated Damages per Day if Substantial Completion is not achieved by the agreed upon date. Damages are assigned on a project per project basis based on the criticality of the project and agreed upon by JOC Contractor,</td>
<td></td>
</tr>
<tr>
<td>$</td>
<td></td>
</tr>
<tr>
<td>5.</td>
<td>Final Completion Date</td>
</tr>
<tr>
<td>Job Order Final Completion Date:</td>
<td></td>
</tr>
<tr>
<td>(Date construction is complete (including, without limitation, all deficiency, incomplete or correction items [Job Order Punch List])</td>
<td></td>
</tr>
</tbody>
</table>

If there are more than sixty (60) days between the Beginning Date and the Final Completion Date or if Owner has requested a Job Order Progress Schedule, a Job Order Progress Schedule is attached as Attachment 2, or, if not attached, Contractor is to submit a Job Order Progress Schedule on or before the date to the right and when approved by Owner, this Job Order Progress Schedule will be attached as Attachment 2.

**Part III - Points of Contact**

<table>
<thead>
<tr>
<th>Owner Representative</th>
<th>Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name &amp; Title</td>
<td>Email</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Contractor Principal Representative</th>
<th>Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name &amp; Title</td>
<td>Email</td>
</tr>
</tbody>
</table>

| Design Professional | Firm Name |

<table>
<thead>
<tr>
<th>Name &amp; Title</th>
<th>Address</th>
<th>Phone Number</th>
<th>Email</th>
</tr>
</thead>
</table>

**Part IV - Other Requirements**

A Notice Concerning Environmental Matters and Hazardous Substances in the Job Order Work Area is attached as **Attachment 3**.

The following checked items are required.

- ☐ Submittals
- ☐ Shop Drawings
- ☐ Samples
- ☐ Product Data

**Part V – Approvals**

<table>
<thead>
<tr>
<th>Owner Representative</th>
<th>Signature</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>JOC Contractor Representative</td>
<td>Signature</td>
<td>Date</td>
</tr>
</tbody>
</table>
EXHIBIT B – STANDARD FORM OF PROPOSAL

The ASU Standard Form of Proposal will be issued via Addendum to this RFQ.
SECTION 6  JOC PROPOSAL ATTACHMENTS

ATTACHMENT A

RFQ CHECKLIST

The acknowledgement of the Sections of the RFQ is required for this proposal (please mark off each Section to acknowledge understanding of what is being requested and that you have submitted the proposal document in the proper format):

| ☐   | Section 1  | Request for Qualification |
| ☐   | Section 2  | Document Listing          |
| ☐   | Section 3  | Specifications and Scope of Services |
| ☐   | Section 4  | Proposal Format and Contents |
| ☐   | Section 5  | Exhibits                  |
| ☐   | Section 6  | JOC Proposal Attachments A-C |

After carefully reviewing all the terms and conditions, the authorized undersigned agrees to furnish such goods/services in accordance with the specifications/scope of work:

Firm Name    Signature    Date

Phone #    Email Address
Attachment B

JOC DATA FORM

Contractor Name:_________________________________________________________

Address:________________________________________________________________

Phone:_________ Primary Contact Name:_____________________________________

Email Address: ___________________________________________________________

Name and Email of Authorized Contract Signer: _______________________________

Years in Business under above Name:__________ Contractor License No:__________

Business Type

[ ] Sole Proprietorship [ ] Partnership [ ] Corporation [____] State of Incorporation

Diversity Business Owner Designation

[ ] Not Applicable [ ] Service-Disabled [ ] Small Disadvantaged

[ ] HUB Zone [ ] Veteran-Owned [ ] Women-Owned

[ ] Minority Institution

Organization Size Classification

[ ] Individual [ ] Small - AZ (Less than $4M gross/year OR less than 100 FTE)

[ ] Large [ ] Small - Federal (Less than $8M gross/year)

[ ] Other ______________

Bonding Capacity

Surety Name: ____________________________________________________________

[ ] Up to $49,999 [ ] $50,000 - $499,999 [ ] $500,000 - $1.99M

Other License(S) Held By Firm

________________________________________________________

Project Type Experience

Self-Performed Trades:____________________________________________________
<table>
<thead>
<tr>
<th>Project Type*</th>
<th>Y or N?</th>
<th>If Yes, Years of Experience</th>
</tr>
</thead>
<tbody>
<tr>
<td>Classrooms/ Lecture Halls</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Audio/ Visual</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Computational Labs</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Data Centers</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Housing/ Residence Halls</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Infrastructure/ Utilities/ Building systems, i.e. Mechanical, Electrical, Plumbing</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Information Technology</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Landscape/ Hardscape</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Offices</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Parking Structures/ Civil</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Renovation</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Restaurants/ Cafeterias</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Restrooms</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Retail / Shops</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Roof</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Security</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Specialty Systems</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sports Facilities/ Recreational Facilities</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Teaching/Dry Labs</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Wet Labs</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

* Project Types are common items of work, and not descriptive nor indicative of a new construction

Specific Parent Company Information, not already listed on form:
## Contractor Fee Schedule

<table>
<thead>
<tr>
<th>Project Value *</th>
<th>Fee (%)</th>
</tr>
</thead>
<tbody>
<tr>
<td>$1 - $49,999</td>
<td></td>
</tr>
<tr>
<td>$50,000 - $499,999</td>
<td></td>
</tr>
<tr>
<td>$500,000 - $1.99M</td>
<td></td>
</tr>
<tr>
<td>Pre-construction Services</td>
<td>Cap at 1.5%</td>
</tr>
<tr>
<td>General Conditions Cost</td>
<td></td>
</tr>
</tbody>
</table>

* Project Fees can be discussed and negotiated with the Project Manager based on the specific project requirements

### Detail of Contractor Fee

<table>
<thead>
<tr>
<th>Staff</th>
<th>Unit of Measure</th>
<th>Price</th>
<th>Fixed Burden</th>
<th>Total Direct Labor Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project Director</td>
<td>Hrs</td>
<td>(____)</td>
<td>(____)</td>
<td>(________)</td>
</tr>
<tr>
<td>Site Manager</td>
<td>Hrs</td>
<td>(____)</td>
<td>(____)</td>
<td>(________)</td>
</tr>
<tr>
<td>Senior Project Manager</td>
<td>Hrs</td>
<td>(____)</td>
<td>(____)</td>
<td>(________)</td>
</tr>
<tr>
<td>Project Manager</td>
<td>Hrs</td>
<td>(____)</td>
<td>(____)</td>
<td>(________)</td>
</tr>
<tr>
<td>Project Superintendent</td>
<td>Hrs</td>
<td>(____)</td>
<td>(____)</td>
<td>(________)</td>
</tr>
<tr>
<td>Superintendent Assistant</td>
<td>Hrs</td>
<td>(____)</td>
<td>(____)</td>
<td>(________)</td>
</tr>
<tr>
<td>Senior Estimator</td>
<td>Hrs</td>
<td>(____)</td>
<td>(____)</td>
<td>(________)</td>
</tr>
<tr>
<td>Estimator</td>
<td>Hrs</td>
<td>(____)</td>
<td>(____)</td>
<td>(________)</td>
</tr>
<tr>
<td>Scheduler</td>
<td>Hrs</td>
<td>(____)</td>
<td>(____)</td>
<td>(________)</td>
</tr>
<tr>
<td>Safety Director (SWWP)</td>
<td>Hrs</td>
<td>(____)</td>
<td>(____)</td>
<td>(________)</td>
</tr>
<tr>
<td>Product Submittals/Admin</td>
<td>Hrs</td>
<td>(____)</td>
<td>(____)</td>
<td>(________)</td>
</tr>
<tr>
<td>O&amp;M Manuals/Admin</td>
<td>Hrs</td>
<td>(____)</td>
<td>(____)</td>
<td>(________)</td>
</tr>
<tr>
<td>Construction Docs/Printing</td>
<td>Hrs</td>
<td>(____)</td>
<td>(____)</td>
<td>(________)</td>
</tr>
</tbody>
</table>

- Refer to JOC Agreement Exhibit A for General Conditions
- Provide a specific breakdown and dollar value on all Items included in Fixed Burden
- List additional items, with rates, that applies for consideration and evaluation in this section