

New Mexico School for the Arts, Charter School

RFP # 2019-01

REQUEST FOR PROPOSAL
FOR
PROJECT MANAGER-OWNER'S/REPRESENTATIVE

ISSUE DATE:

August 15, 2019

New Mexico School for the Arts
500 Montezuma Ave.
Santa Fe, New Mexico 87501
(505) 310-4194

NOTICE

The Procurement Code imposes civil and criminal penalties for its violation. In addition, the New Mexico criminal statutes impose felony penalties for bribes, illegal gratuities and kickbacks.

TABLE OF CONTENTS

	<u>Page</u>
1. INTRODUCTION	3
2. SEQUENCE OF EVENTS	4
3. AMENDMENTS TO RFP.....	5
4. CANCELLATION OF RFP; REJECTION OF PROPOSALS	5
5. PROPOSAL FORMAT	6
6. SCOPE OF WORK.....	7
7. EVALUATION CRITERIA	8
8. CONTRACT TERMS AND CONDITIONS.....	9
9. CAMPAIGN CONTRIBUTION DISCLOSURE FORM	12
10. CONFLICT OF INTEREST DISCLOSURE FORM	15

1. INTRODUCTION

The New Mexico School for the Arts (NMSA), a statewide, residential state-chartered public high school, is soliciting proposals from qualified individuals or firms to provide services as a Project Manager to assist the NMSA with the entire process involved in the selection of both a Construction Manager at Risk (CMAR) and an A/E Design Professional for the design and construction of a dormitory and cafeteria (collectively, "School Projects") at NMSA at 500 Montezuma Ave., Santa Fe, New Mexico, (the old Sanbusco Market) and subsequently to serve in the role of Owner's Representative during the preconstruction, necessary demolition, construction and related phases of the School Projects.

The New Mexico School for the Arts-Art Institute (Art Institute), a 501(c) (3) nonprofit corporation, owns the property at 500-560 Montezuma Ave. and, in consultation with the NMSA, has developed a master plan for and has renovated a large portion of the Montezuma Street property for the NMSA and for the Art Institute's programs. The redevelopment includes a condominium ("Sanbusco Center for the Arts" or "Sanbusco Center") of four units, the reserved development right for an additional unit which was contemplated to be transferred to NMSA for the dormitory, and a reserved right to create additional units within condominium Unit 1. Diagram illustrating current Master Plan (subject to change) and circled areas showing approximate location of separate condo units for dormitory and cafeteria is attached to this RFP as Attachment A.

NMSA leases Units 1, 3 and 4 pursuant to a Lease agreement with the Art Institute. The Art Institute has transferred the ownership of the reserved development right for the dormitory to the NMSA. The cafeteria will be located within an area in the interior of Unit 1 and will be segregated by subdivision of Unit 1 and also transferred to the NMSA. These School Projects will be funded by legislative appropriations and other public money and the design and construction of the School Projects must meet the requirements of the New Mexico Procurement Code and, where applicable, the adequacy standards of the New Mexico Public School Finance Authority ("PSFA").

The Project Manager/Owner's Representative responsibilities include coordinating both with the CMAR and Design Professional for the School Projects and also coordinating with the Art Institute and its agents and officers in the interface between the School Projects, which are separate from the remaining components of Unit 1, and the continuing re-development of Sanbusco Center in Phase 2 for both the NMSA's leased units and the Art Institute's programs. Thus, the Project Manager/Owner's Rep will need to understand the difference between the publicly-funded and privately-funded projects involved in Phase 2.

The services to be provided under this procurement include, but are not limited to assisting the Governing Council and the Head Administrator of NMSA in developing and issuing the appropriate requests for qualifications and proposals for the selection of firms for CMAR and architect/engineering (A/E) services; assessing the pricing proposals submitted and

facilitating the work of the selection committee in recommending design professionals and CMAR firms; assisting in the negotiation of the contracts; and overall planning and scheduling for design and construction.

In summary, this is a specialized Request for Proposals (“RFP”) for Project Manager/Owner’s Representative services for NMSA, and it is currently anticipated that the award of the Project Manager contract will include services for the initial CMAR and design professional selection process, and Owner’s Representative services for the subsequent pre-construction, demolition, construction, substantial completion, close-out phase, furniture installation and final completion and Certificate of Occupancy for the project.

Individuals (Offerors) are invited to submit proposals in accordance with the outlines and specifications contained in this RFP. In responding to this RFP, Offerors are encouraged to provide any additional information they believe is relevant. NMSA shall evaluate the proposals in accordance with the Evaluation Criteria and may conduct interviews with any or all Offerors applying for selection regarding their qualifications, experience and ability to perform the requested services.

2. SEQUENCE OF EVENTS

<u>Event</u>	<u>Date</u>
A. Release of RFP	August 15, 2019
B. Submission of Proposals	September 4, 2019
C. Evaluation of Proposals & Selection	September 15, 2019

The selection date is subject to extension at the discretion of the NMSA. The effective date of the Contract is tentative. It is dependent on the selection date, the length of time required for Contract negotiation and the length of time for processing the Contract.

The events identified in the schedule above are briefly described below.

A. Release of RFP. This RFP will be advertised in two newspapers of general circulation pursuant to Section 13-1-104 NMSA 1978 and prospective Offerors may direct questions about the RFP to Nathan Rubinfeld at the Business Office of NMSA, 500 Montezuma Ave., Santa Fe, New Mexico, 87501; telephone: 505 310-4194 x106; email address: nrubinfeld@nmschoolforthearts.org

B. Submission of Proposals. One Original, seven (7) copies of the proposal and supporting documentation shall be submitted to the NMSA. Proposals must be in the format specified in Item 5 below and must be signed by the Offeror.

The deadline for receipt of proposals by the NMSA is 4:00 p.m., September 4, 2019. Proposals will be time-stamped upon receipt. No proposals stamped after 4:00 p.m. will be considered.

Sealed Proposals: All proposals shall be submitted in sealed envelopes marked "RFP #2019-01 Proposal for Project Manager/Owner's Representative for NMSA dormitory and cafeteria".

All proposals must be addressed to:
Nathan Rubinfeld, Business Office
New Mexico School for the Arts
500 Montezuma Ave.
Santa Fe, New Mexico 87501

A proposal may be modified by an Offeror prior to the deadline for submission of proposals by delivery of a written modification to the above address. The sealed envelope shall be marked "Modification to Proposal for Project Manager/Owner's Representative".

A proposal may be withdrawn prior to the deadline for submission of proposals by delivering written or telephone notice to the person listed above.

Any proposal or modification received after the deadline for submission of proposals will be considered late. Unless a late proposal is the only one received, no late proposal or late modification will be considered. Time limits will not otherwise be waived.

Proposals will not be opened publicly but will be opened in the presence of witnesses. Neither the register of proposals nor the proposals themselves will be open to public inspection until after award of the Contract. Offerors may request in writing nondisclosure of confidential data, if any. Such data shall accompany the proposal and shall be readily separable from the proposal in order to facilitate eventual public inspection of all proposals.

C. Evaluation of Proposals & Selection. Proposals will be evaluated by the NMSA using the criteria listed in Item 7 below. During the evaluation process, the NMSA may seek clarification from Offerors, but shall NOT negotiate with Offerors. The individual selected to perform the work and those individuals not selected will be notified in writing by the NMSA. Selection does NOT constitute an obligation to contract with the successful Offeror.

3. AMENDMENTS TO RFP

If there are any amendments to this RFP, they shall be in writing and shall be e-mailed to all individuals who received the RFP. Amendments shall be distributed with sufficient time to allow Offerors to consider the amendments in preparing their proposals. If necessary, the deadline for submission of proposals shall be extended by the amendment.

The written acknowledgment form mailed with the amendment shall be completed by the Offeror and submitted with the proposal as evidence of receipt of the amendment.

4. CANCELLATION OF RFP; REJECTION OF PROPOSALS

The NMSA reserves the right to cancel this RFP at any time and for any reason.

Any and all proposals may be rejected in whole or in part when it is in the interest of the NMSA to do so. The NMSA shall not be responsible for the payment of any costs incurred by the Offeror in the preparation or submission of a proposal.

The issuance of this RFP, the receipt of proposals or the selection of an individual in no manner obligates the NMSA to the eventual purchase of services. This process is solely at the discretion of the NMSA and may be terminated without penalty or obligation at any time prior to the signing of a written contract.

5. PROPOSAL FORMAT

Offerors shall include the following information in their proposals:

A. Letter of Transmittal. Include at least the following information:

- (1) the name, address and telephone number of the Offeror;
- (2) the name and telephone number of primary contact for the Offeror;
- (3) the signature of the Offeror;
- (4) date of the proposal;
- (5) a statement that the Offeror, if awarded the Contract, will comply with the Contract terms and conditions set forth in this RFP; and
- (6) a statement that the Offeror's proposal is valid for sixty (60) days after the deadline for submission of proposals.

B. Description of Services. Describe how the services will be provided or what tasks will be performed in response to the scope of work contained in Item 6 below. (The scope of work indicates "what" the Offeror is supposed to do; the description of services should show "how" the Offeror intends to perform the services.)

C. Remuneration. The Offeror shall provide a detailed fee proposal, may state the maximum number of hours available to the NMSA under the Contract and the hourly rate, or alternatively, the Contractor may propose a rate based on breaking the project into different services provided, such as a flat amount for the initial "project management" services and then an hourly rate for the services provided as the "owner's representative" during the construction phases. The Contractor will be compensated monthly for work performed in the preceding month. The rate will be that agreed upon by the NMSA and the Contractor but not in excess of prevailing rates in the state for comparable services. The Contractor shall be reimbursed for incurred and separately stated applicable gross receipts taxes.

D. Related Experience and Qualifications. The Offeror shall discuss prior experience and qualifications related to accomplishing the Scope of Work contained in Item 6 below and shall include references to actual projects and their locations. This portion of the proposal should

demonstrate the extent to which the Offeror is qualified to perform both the Scope of Work outlined in this RFP, and the specific services contained in the description of services portion of the Offeror's proposal.

The Offeror's ability to meet the evaluation factors contained in Item 7 of this RFP shall also be stated in this section of the proposal.

The Offeror shall demonstrate experience and knowledge of the following:

1. Background in construction or architecture and description of prior experience as an "Owner's" Project Manager or Owner's Representative on public sector construction projects, including relevant school construction projects from design and preconstruction through all construction phases. Particularly describe any experience with providing such services in projects with new-school construction or renovation on the site of an occupied facility or school.
2. Describe project management skills on behalf of an owner, including but not limited to, extensive construction experience, change order evaluation, critical path scheduling and budget oversight and the demonstrated ability to work collaboratively with governing councils, building committees and architects and construction managers. References from owners on projects similar in scope and size may be submitted.
3. Extent of familiarity with the design process and state procurement requirements for public schools and public facilities, and particularly those procurement requirements set out specifically for Construction Management at Risk delivery method and related design contracts in New Mexico.
4. Understanding of school construction and experience working with related state agencies (i.e., past record of performance contracts with government agencies that oversee school projects.).
5. Familiarity with the area in which the project is located and understanding of different parts of the earlier project and earlier master plan documents.

6. SCOPE OF WORK.

The Contractor will furnish support services to the NMSA as generally requested and directed by the Head of School or the Head of School's designee. Among the services to be provided by the Contractor are the following:

- A. For the initial phase of work, assist the governing council and the head of school to:
 1. Clarify the development of the scope of the project;
 2. Coordinate the qualifications-based selection process for a Construction Manager at Risk ("CMAR") and architect/engineering design professionals for the design and construction of a dormitory and cafeteria at the new site of the NMSA, including development and review of Request for Qualifications and Qualifications-based requests for proposals, issuance of notice and receipt of responses for each;

3. Provide assistance in determining make-up of required selection committee and working with selection committee and reviewing recommendations of the selection committee on short-listed proposers for interviews; and
 4. Schedule interviews and assist with the development and negotiation of contracts.
- B. In the second phase of work, the project manager role shifts more to the responsibilities of an Owner’s Representative with general responsibilities related to working with a selected CMAR and selected design professionals on the design and construction of the School Projects, including:
1. Serving as primary contact for all communications between the Owner and the CMAR and the architects during preconstruction and construction phases of the project and assisting with review of the Guaranteed Maximum price proposal and making a recommendation to the owner on acceptance and execution of GMP amendment;
 2. Upon execution of GMP amendment, as the Owner’s Representative, reviewing construction and submittal schedules, coordinating such construction around school’s schedule, where necessary, reviewing CM’s progress, the school projects progress tracking system and keeping Head of School and President of the Governing Council or his designee apprised of status of project;
 3. Serving as primary representative for the owner at all weekly and monthly meetings and provide other construction phase services as required by the owner; and
 4. Assisting with identification of defective work, oversight of its correction and all project close-out inspections related to substantial completion and final completion and final project close-out, furniture installation, etc.

7. EVALUATION CRITERIA

All proposals will be evaluated and rated in accordance with the following criteria and the indicated weighting of criteria:

1). Past performance on construction contracts including direct experience in overseeing all phases of construction projects for public schools—including performance on any similar or relevant school projects.

25%

2). Professional Experience and Qualifications — The offeror’s professional and specific technical experience with similar projects (demolition, renovation and free-standing

construction) that demonstrates competence to successfully complete the work required for the project.

25%

3). The ability of the Offeror to meet time schedules and perform administrative requirements, including past performance on contracts with schools and other public bodies with respect to such factors as review of costs, quality of work and ability to work with contractor and design professionals to meet schedules.

25%

4). Evidence of understanding of the scope of the work and familiarity with the area in which the project is located and understanding of interrelationship between the earlier project and earlier master plan documents.

15%

5). Fee proposal and reimbursements — Include detailed fee proposal inclusive of time for initial project management and then as Owner's Representative).

10%

TOTAL: 100%

8. CONTRACT TERMS AND CONDITIONS

The Contract between the NMSA and the successful Offeror shall contain substantially the following terms and conditions. In the letter of transmittal, the Offeror shall include a statement agreeing to these terms and conditions and explaining any terms or conditions with which the Offeror does not agree.

A. Scope of Work. This portion of the Contract will be drafted following selection of an individual to perform the services. It will incorporate the scope of work in Item 6 above and the description of services from the Offeror's proposal.

B. Compensation. The total compensation shall not exceed the limit specified in the Contract. The total amount shall include applicable New Mexico gross receipts taxes, which shall be paid by the Contractor. The hourly rate and basis for reimbursement shall be specified in the Contract.

C. Term. The Contract shall be effective from the date it is signed by the last of the parties, and its terms shall extend until August 30, 2020 unless it is (1) terminated earlier pursuant to Section D, or (2) amended pursuant to Section M. The NMSA and the Contractor may, by mutual agreement, renew this Agreement on an annual basis for a period not to exceed three years.

D. Termination. The Contract may be terminated by either of the parties thereto upon written notice delivered to the other party at least thirty (30) days prior to the intended date of termination. By such termination, neither party may nullify obligations or liabilities already incurred for performance or for failure to perform prior to the date of termination.

E. Status of Contractor. The Contractor, his agents and employees are independent contractors performing professional services for the NMSA and are not employees of the State of New Mexico. The Contractor, his agents and employees shall not accrue leave, retirement, insurance, bonding, use of state vehicles or any other benefits afforded to employees of the State of New Mexico by virtue of the Contract.

F. Assignment. The Contractor shall not assign or transfer any interest in the Contract or assign any claims for money due or to become due under the Contract without the prior written approval of the NMSA.

G. Subcontracting. The Contractor shall not subcontract any portion of the services to be performed under the Contract without the prior written approval of the Head of School of NMSA.

H. Records and Audit. The Contractor shall maintain detailed time records that indicate the date, time and nature of services rendered. These records shall be subject to inspection by the NMSA and the State Auditor. The NMSA shall have the right to audit billings both before and after payment. Payment under the Contract shall not foreclose the right of the NMSA to recover excessive or illegal payments.

I. Release. The Contractor shall, upon final payment of the amount due under the Contract, release the NMSA, its officers and employees and the State of New Mexico from all liabilities, claims and obligations whatsoever arising from or under the Contract. The Contractor agrees not to purport to bind the State of New Mexico to any obligation not assumed in the Contract by the State of New Mexico, unless the Contractor has express written authority to do so, and then only within the strict limits of that authority.

J. Confidentiality. Any information provided to or developed by the Contractor in the performance of the Contract shall be kept confidential and shall not be made available to any individual or organization without the prior written approval of the Head of School of the NMSA.

K. Product of Service; Copyright. All work and rights to work produced, developed or acquired by the contractor under the contract, including ownership of any copyrights to work produced under the contract, shall be transferred to and become the exclusive property of the state, and all materials developed or acquired under the contract shall be delivered to the NMSA not later than the termination date of the contract. Contractor and NMSA acknowledge that the compensation paid to the Contractor is due consideration for transfer of ownership of any copyrights for work produced under the contract.

L. Conflict of Interest. The Contractor shall warrant that he has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of services required under the Contract.

M. Amendment. The Contract shall not be altered, changed or amended except by an instrument in writing executed by the parties.

N. Merger. The Contract shall incorporate all of the agreements, covenants and understandings between the parties thereto concerning the subject matter thereof. No prior agreement or understanding, verbal or otherwise, of the parties or their agents shall be valid or enforceable unless embodied in the Contract.

O. Applicable Law. The Contract shall be governed by the laws of the State of New Mexico.

P. Waiver. The Contract shall contain a provision that states that no waiver of any breach of the Contract or any of the terms or conditions thereof shall be held to be a waiver of any other or subsequent breach; nor shall any waiver be valid, alleged or binding unless the same shall be in writing and signed by the party alleged to have granted the waiver.

Q. Appropriation. The terms of the Contract are contingent upon sufficient appropriations and authorization being made by the New Mexico State Legislature or other funding agency. If sufficient appropriations and authorization are not made by the State Legislature or other funding agency, the Contract shall, notwithstanding the provisions of any other paragraph of the Contract, terminate immediately upon the Contractor's receipt of written notice of termination from the NMSA. The NMSA's decision as to whether sufficient appropriations are available shall be accepted by the Contractor and shall be final.

R. Notice. The Procurement Code imposes civil and criminal penalties for its violation. In addition, the New Mexico criminal statutes impose felony penalties for bribes, illegal gratuities and kickbacks.

S. Equal Opportunity Compliance. The Contractor shall agree to abide by all federal and state laws pertaining to equal employment opportunity. In accordance with all such laws, the Contractor shall agree to assure that no person in the United States shall, on the grounds of race, color, national origin, sex, sexual preference, age or handicap, be excluded from employment with or participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity performed under the Contract. If the Contractor is found to be not in compliance with these requirements during the life of the Contract, the Contractor shall agree to take appropriate steps to correct these deficiencies.

CAMPAIGN CONTRIBUTION DISCLOSURE FORM

Pursuant to the Procurement Code, Sections 13-1-28, et seq., NMSA 1978 and NMSA 1978, § 13-1-191.1 (2006), as amended by Laws of 2007, Chapter 234, any prospective contractor seeking to enter into a contract with any state agency or local public body **for professional services, a design and build project delivery system, or the design and installation of measures the primary purpose of which is to conserve natural resources** must file this form with that state agency or local public body. This form must be filed even if the contract qualifies as a small purchase or a sole source contract. The prospective contractor must disclose whether they, a family member or a representative of the prospective contractor has made a campaign contribution to an applicable public official of the state or a local public body during the two years prior to the date on which the contractor submits a proposal or, in the case of a sole source or small purchase contract, the two years prior to the date the contractor signs the contract, if the aggregate total of contributions given by the prospective contractor, a family member or a representative of the prospective contractor to the public official exceeds two hundred and fifty dollars (\$250) over the two year period.

Furthermore, the state agency or local public body may cancel a solicitation or proposed award for a proposed contract pursuant to Section 13-1-181 NMSA 1978 or a contract that is executed may be ratified or terminated pursuant to Section 13-1-182 NMSA 1978 of the Procurement Code if: 1) a prospective contractor, a family member of the prospective contractor, or a representative of the prospective contractor gives a campaign contribution or other thing of value to an applicable public official or the applicable public official's employees during the pendency of the procurement process or 2) a prospective contractor fails to submit a fully completed disclosure statement pursuant to the law.

The state agency or local public body that procures the services or items of tangible personal property shall indicate on the form the name or names of every applicable public official, if any, for which disclosure is required by a prospective contractor.

THIS FORM MUST BE INCLUDED IN THE REQUEST FOR PROPOSALS AND MUST BE FILED BY ANY PROSPECTIVE CONTRACTOR WHETHER OR NOT THEY, THEIR FAMILY MEMBER, OR THEIR REPRESENTATIVE HAS MADE ANY CONTRIBUTIONS SUBJECT TO DISCLOSURE.

The following definitions apply:

“Applicable public official” means a person elected to an office or a person appointed to complete a term of an elected office, who has the authority to award or influence the award of the contract for which the prospective contractor is submitting a competitive sealed proposal or who has the authority to negotiate a sole source or small purchase contract that may be awarded without submission of a sealed competitive proposal.

“Campaign Contribution” means a gift, subscription, loan, advance or deposit of money or other thing of value, including the estimated value of an in-kind contribution, that is made to or received by an applicable public official or any person authorized to raise, collect or expend contributions on that official’s behalf for the purpose of electing the official to statewide or local office. “Campaign Contribution” includes the payment of a debt incurred in an election campaign, but does not include the value of services provided without compensation or unreimbursed travel or other personal expenses of individuals who volunteer a portion or all of their time on behalf of a candidate or political committee, nor does it include the administrative or solicitation expenses of a political committee that are paid by an organization that sponsors the committee.

“Family member” means spouse, father, mother, child, father-in-law, mother-in-law, daughter-in-law or son-in-law of (a) a prospective contractor, if the prospective contractor is a natural person; or (b) an owner of a prospective contractor.

“Pendency of the procurement process” means the time period commencing with the Public notice of the request for proposals and ending with the award of the contract or the cancellation of the request for proposals.

“Prospective contractor” means a person or business that is subject to the competitive sealed proposal process set forth in the Procurement Code or is not required to submit a competitive sealed proposal because that person or business qualifies for a sole source or a small purchase contract.

“Representative of a prospective contractor” means an officer or director of a corporation, a member or manager of a limited liability corporation, a partner of a partnership or a trustee of a trust of the prospective contractor.

Name(s) of Applicable Public Official(s) if any: _____
(Completed by State Agency or Local Public Body)

DISCLOSURE OF CONTRIBUTIONS BY PROSPECTIVE CONTRACTOR:

Contribution Made By: _____

Relation to Prospective Contractor: _____

Date Contribution(s) Made: _____

Amount(s) of Contribution(s) _____

Nature of Contribution(s) _____

Purpose of Contribution(s)
(Attach extra pages if necessary)

Signature

Title/Position

Date_____

--OR--

NO CONTRIBUTIONS IN THE AGGREGATE TOTAL OVER TWO HUNDRED FIFTY DOLLARS (\$250) WERE MADE to an applicable public official by me, a family member or representative.

Signature

Title/Position

Date_____

CONFLICT OF INTEREST AND DEBARMENT/SUSPENSION CERTIFICATION FORM

As utilized herein, the term "**Vendor**" shall mean that entity submitting a proposal to the New Mexico School for the Arts in response to the above referenced request for proposals.

The authorized Person, Firm and/or Corporation states that to the best of his/her belief and knowledge: No employee or board member of the New Mexico School for the Arts (or close relative), with the exception of the person(s) identified below, has a direct or indirect financial interest in the Vendor or in the proposed transaction. Vendor neither employs, nor is negotiating to employ, any New Mexico School for the Arts employee, board member or close relative, with the exception of the person(s) identified below. Vendor did not participate, directly or indirectly, in the preparation of specifications upon which the quote or offer is made. If the Vendor is a New Mexico State Legislator or if a New Mexico State Legislator holds a controlling interest in Vendor, please identify the Legislator: _____ List below the names(s) of any employee, board member or close relative who now or within the preceding 12 months (1) works for the Vendor; (2) has an ownership interest in the Vendor (other than as an owner of less than 1% of **Vendor's** stock, if Vendor is a publicly traded corporation); (3) is a partner, officer, director, trustee or consultant to the Vendor; (4) has received grant, travel, honoraria or other similar support from Vendor; or (5) has a right to receive royalties from the vendor.

DEBARMENT/SUSPENSION STATUS

The Vendor certifies that it is not suspended, debarred or ineligible from entering into contracts with the Federal Government, or any State agency or local public body, or in receipt of a notice or proposed debarment from any Federal or State agency or local public body. The Vendor agrees to **provide immediate notice to the New Mexico School for the Art's** Procurement Department in the event of being suspended, debarred or declared ineligible by any department or agency of the Federal government, or any agency of local public body of the State of New Mexico, or upon receipt of a notice or proposed debarment that is received after the submission of the quote or offer but prior to the award of the purchase order or contract.

CERTIFICATION

The undersigned hereby certifies that he/she has read the above CONFLICT OF INTEREST AND DEBARMENT/SUSPENSION Status requirements and that he/she understands and will comply with these requirements. The undersigned further certifies that they have the authority to certify compliance for the vendor named **and that the information contained in this document is true and accurate to the best of their knowledge.**

Signature: _____

Name of Person Signing (typed or printed): _____

Title of person Signing above: _____

Date:

Name of Company (typed or printed): _____

Address: _____

City/State/Zip _____

Telephone _____

Circled areas reflect approximate location of separate condo units for dormitory and cafeteria.

PHASE 2

11 DEDICATED
ACADEMIC SPACES

6 SHARED ARTS / ACADEMIC SPACES

- 3 MUSIC REHEARSAL
- 1 THEATER
- DORM COMMUNITY ROOM
- CINEMA MEDIA CLASSROOM

17 TOTAL ACADEMIC TEACHING SPACES

- REQUIRED FOR 360 STUDENTS

- CORE ACADEMICS
- VISUAL ARTS
- MUSIC
- THEATER
- DANCE
- FOOD SERVICE
- ADMINISTRATION
- CREATIVE WRITING
- CINEMA MEDIA ARTS

