

COASTAL PLAINS INTEGRATED HEALTH

PUBLIC NOTICE

REQUEST FOR PROPOSAL (RFP) ROOF REPLACEMENT ALICE

Coastal Plains Integrated Health (CPIH) is seeking quotes for replacing the current Roof at our Alice Clinic in Alice Texas. CPIH may consider other proposals that deviate from options listed if it offers overall cost benefits.

- All respondents must obtain an RFP packet from CPIH Purchasing Department.
- All proposals must be submitted utilizing the Center provided RFP packet in accordance with the timelines provided in the packet timetable. **Each proposal must be delivered to CPIH Administrative Headquarters no later than 4:00 p.m. on 06/06/2025 in a sealed envelope. Any bids received after the deadline will be considered non-responsive.** Each envelope should be clearly labeled Coastal Plains Integrated Health Alice Roof replacement Provider RFP 2025-PUR-5.
- All parties submitting proposals must be duly licensed to do business in the state of Texas and must be authorized to contractually obligate the parties for whom they represent.

Parties interested in responding to this RFP may obtain an RFP packet by written request via US Mail, E-Mail or FAX from:

Kate Ramsey, Purchaser or Timothy Dominguez, Risk Manager
Coastal Plains Integrated Health
200 Marriott Drive, Portland, Texas 78374
PHONE: 361-777-3991 FAX: 361-777-0571
E-mail: tdominguez@coastalplainsctr.org or kramsey@coastalplainsctr.org

COASTAL PLAINS INTEGRATED HEALTH ROOF REPLACEMENT PROVIDER RFP PACKET

Request for Proposal for Replacing approximately 11,500 Square feet of Roofing

Coastal Plains Integrated Health (CPIH) is seeking proposals for a contractor to perform Roof replacement at our Alice Location.

I. BACKGROUND INFORMATION

Coastal Plains Integrated Health dba CPIH was created on September 1, 1999 by the nine county Commissioners' Court, which represents the Center's catchment area. The Center is in its 25th year of operation as a Mental Health Authority. The Center provides Mental Health services and Intellectual and Developmental Disabilities services to the following south Texas counties: Aransas, Bee, Brooks, Duval, Jim Wells, Kenedy, Kleberg, Live Oak and San Patricio. The Center received a Department of Treasury Determination in January 2001 which recognized the organization as a public entity described in Sections 509 (a) (1) and 170 (b)(1)(A)(vi) of the Internal Revenue Code. The present RFP process has been initiated by the Center to ensure best value in procurement of business and property protection coverage.

II. GENERAL INFORMATION

- The information contained in this packet includes attachments which may contain confidential utilization data. Therefore, the information is to be used only in connection with the preparation of this RFP packet. Proposers are requested to destroy or properly dispose of all confidential data.
- Each proposer is asked to submit their proposals on the



I. TIMELINE

ACTIVITY	PERSON RESPONSIBLE	
1. Announcement made	05/18/25	Kate Ramsey, Purchaser
2. RFP packets available	05/18/25	Tim Dominguez or Kate Ramsey Purchaser
3. Public Notice ends	05/30/25	Kate Ramsey, Purchaser
4. Proposals due	06/06/25	Offeror
5. Proposal evaluation	06/06/25	Leo Trejo, Executive Director Timothy Dominguez, Kate Ramsey, Purchaser
6. Recommendation to Board of Trustees	06/17/25	Leo Trejo, Executive Director
7. Letters of non-selection to be notified	06/17/25	Kate Ramsey, Purchaser
8. Negotiate and execute signed binder	TBD	Leo Trejo, Executive Director
9. Policies to be delivered	TBD	Kate Ramsey, Purchaser

IV. ADDITIONAL INFORMATION/CLARIFICATION

Requests for clarification or interpretation of the specifications should be directed in writing, to:

Kate Ramsey, Purchaser or Timothy Dominguez
Coastal Plains Integrated Health
200 Marriott Drive, Portland, Texas 78374
PHONE: 361-777-3991 FAX: 361-777-0571
E-mail: tdominguez@coastalplainsctr.org or kramsey@coastalplainsctr.org

V. RFP PROPOSALS

1. Coastal Plains Integrated Health is requesting proposals which provide for removal of the existing roof and removal and disposal of all waste.
 - a. Proposals are due by. Proposals received after 4:00 p.m. will be deemed non-responsive. Proposals must be valid for at least 30 days to allow for Board of Trustee approval on 06/17/ 2025.
 - b. In the event that the Board of Trustees fails to meet on 06/17/2025 Proposals will be presented at the next Board of Trustees meeting scheduled for 08/19/2025
 - c. Coastal Plains Integrated Health will invite the two top bidders deemed best value to attend the Board of Trustees meeting to respond to questions regarding their proposals.

VI. QUALIFICATIONS

Agents/brokers responding to the RFP will be evaluated based upon experience and qualifications to determine best value. All agents responding with proposals must complete the agent questionnaire and vendor attachment form. **(SEE ATTACHMENTS #1 and #2)** This determination will be established independent of the product represented and the premium cost quoted.

Combined, these factors will be used to develop the recommendation given to the Center's Board of Trustees. The final decision will be made by majority of Board vote.

Preferred Qualifications:

- Local point of support
- Previous experience with governmental or non-profit entities
- Designated account representative (please identify and attach vita/resume)
- Licensed in the State of Texas for a minimum of five (5) years (please provide agency description)

2. The RFP should include descriptions of the carrier which include the following:

Preferred Qualifications:

- Number of years in business
- Carrier's ratings (A.M. Best, Standard & Poor's, Moody's, Duff & Phelps, Etc.)
- Experience, provided coverage to governmental/non-profit entities

VII. EVALUATION CRITERIA

The selection of a proposal for a Floor replacement contractor will be made after a careful evaluation of the proposals received. Each proposal will be evaluated for acceptability, with emphasis on the various factors enumerated in the table outlined below.

CPIH will evaluate qualifications and select the most responsible, responsive proposal, subject to a fair and reasonable compensation. The Center's Board of Trustees will make the final determination regarding the proposal which represents best value.

Previous experience in governmental or non-profit entities.	
Local point of support.	
Licensed in State of Texas for minimum of five (5) years.	
Offer is registered or HUB eligible vendor.	
Offer meets vendor criteria affidavit.	
Best value	
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VIII. DISQUALIFICATION AND REJECTION OF PROPOSALS

Coastal Plains Integrated Health reserves the right to reject/disqualify proposals which are incomplete, fail to meet the specified coverage levels, or do not meet the specifications of the RFP packet.

(AGENT QUESTIONNAIRE)

1. List the agency name.
2. Does the agency meet all qualifications specified?
 - a. Licensed in the State of Texas
 - b. Agency insured for errors and omissions with \$1,000,000 per occurrence
 - c. Agency in business for five (5) years
 - d. Agency to assign qualified account representative
 - e. Please name the account representative
4. Please list three (3) other non-profit governmental agencies serviced by this agency.
5. Does the agent/agency agree to facilitate contact with the entities listed in #4 to allow the Center to determine the level of satisfaction with the agent's service and support?
6. Is the agent (Offeror) registered as a Historically Underutilized Business (HUB)?
7. Is the agent (offeror) HUB eligible?
8. Does the agent (Offeror) affirm that the Offeror will comply with all provisions stated on the attachment for vendor criteria? (See Attachment)

ATTACHMENT #2 (ATTACHMENT VENDOR CRITERIA AFFIDAVIT)

1. Offeror will comply with the requirements of the Immigration Reform and Control Act of 1986 and Immigration Act of 1990 regarding employment verification and retention of verification forms for any individual(s) hired on or after November 6, 1986, described in this proposal, who will perform any labor or services.
2. Offeror will comply with all federal statutes relating to nondiscrimination. These include, but are not limited to, Title VI of the Civil Rights Act of 1964 (Public Law 88-352) which prohibits discrimination on the basis of race, color or national origin; Title IX of the Education Amendments of 1972, as amended (20 U.S.C. Sections 1681-1686), which prohibits discrimination on the basis of sex, the basis of handicaps; the American with Disabilities Act of 1990 (Public Law 101-336); and all amendments to each, and all requirements imposed by the regulations issued pursuant to these acts, especially 45 CFR, Part 80 (relating to race, color and national origin), 45 CFR, Part 84 (relating to handicap), 45 CFR, Part 86 (relating to sex), and 45 CFR, Part 91 (relating to age).
3. Offeror certifies that neither it nor its officers or employees are involved in other activities or relationships with other persons that cause Offeror to be potentially unable to render impartial assistance or advice to CPIH, or that impair or might impair the Offeror's objectivity in performing work under the contract or that cause Offeror to have an unfair competitive advantage.
4. Offeror accepts the terms, conditions, criteria and requirements set forth in the RFP.
5. Offeror accepts CPIH's sole right to cancel the RFP at any time CPIH so desires.
6. Offeror accepts CPIH's sole right to alter the timetables for procurement as set forth in the RFP.
7. Offeror agrees that no claim will be made for payment to cover costs incurred in the preparation of the submission of the proposal or any other associated costs.
8. Offeror certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this contract by any federal or state agency.
9. Offeror, if it is a corporation, is either not delinquent in its franchise tax payments to the State of Texas, or is not otherwise subject to payment of franchise taxes to the State of Texas.
10. Neither Offeror nor any member of Offeror's staff or governing authority has participated in the development of specific evaluation criteria for award of this contract, nor will participate in the selection of the successful Offeror award of this contract.
11. No principal of Offeror has worked as an employee for CPIH in the past year.
12. Offeror has not retained or promised to retain any entity or used or promised to use a consultant that has participated in the development of the specific criteria for the award of this contract or that will participate in the selection of the successful Offeror awarded this contract.
13. Offeror agrees to provide CPIH with information necessary to validate any statements made in this proposal, as requested by CPIH, including but not limited to allowing access for on-site observation, granting permission for CPIH to verify information with third parties, and allowing inspection of Offeror's records. Offeror understands that failure to substantiate any statements made in the proposal as requested by CPIH may result in disqualification of the offer.
14. As provided by Texas Family Code, Section 231.006, a child support obligor who is more than 30-days delinquent in paying child support and a business entity in which the obligor is a sole proprietor, partner, shareholder, or owner with an ownership interest of at least 25% is not eligible to receive payments from state funds under a contract to provide property, materials, or services or receive a state-funded grant or loan. Offeror certifies that it is not ineligible to receive the payments under this contract and acknowledges that this contract may be terminated and payment may be withheld if this certification is inaccurate.

15. Neither Offeror nor its officers and employees have given, offered to give, or intend to give any economic opportunity, future employment, gift, loan, gratuity, special discount, tip favor, or service to a public employee in connection with the submitted offer.
16. Offeror certifies that none of the funds paid by CPIH pursuant to any contract resulting from this RFP will be used to pay any person for influencing or attempting to influence any officer or employee of any agency, a member, officer or employee of Congress or the State Legislature, or for obtaining any federal or state contract.
17. Offeror certifies that it has not filed for protection under any state or federal bankruptcy law.
18. Offeror certifies that none of Offeror's property, plant or equipment has been subject to foreclosure or repossession within the preceding ten (10) year period.
19. Offeror certifies that it has not had any debt declared in default and accelerated to maturity within the preceding ten (10) year period.

Signature of Applicant

Date