1. Introductions of Project Team
	1. LifePath Systems

Tammy Mahan, CEO

Jennifer Morgan, CFO

Pete Kabira, COO

Brent Phillips-Broadrick, CAO

Randy Locke

Facilities Manager

Willy Villavicencio

Purchasing Manager

1. Sign-in Sheet & Consent Form for Crisis center Walk thru

Please email your company name and contact information to Willy Villavicencio at wvillavicencio@lifepathsystems.org by close of business March 22, 2022.

1. Review Scope of Work

 The Center is seeking an architectural firm to design a new multi-use campus, that will include, but not limited to professional office space and a crisis services facility with adequate parking. The firm will be expected to design a public services facility that improves the connectivity between the Center’s programs while enhancing the experience of our clients visiting the facilities. Experience in the design of hospitals, mental health facilities and government facilities is highly desirable. Special consideration to HHSC item V “Crisis Service Standards” section on the crisis services facility must be met. The winning firm will be required to obtain at least 3 bids from contractors to perform and manage the construction portion of the project.

The project site will be located on an 11.493-acre tract, Property ID 1988776, directly across the street from the Collin County Administration Building 2300 Bloomdale Rd. McKinney, TX 75071. The new campus is anticipated to not exceed 65,000 square feet of office space and a Crisis Center of 45,000 square feet. Integration of backup generator power for the Crisis Center must be included. The facility will be required to look similar to other County facilities in that area (i.e., The County Administration Building at 2300 Bloomdale Road).

1. Bid Submittal

 Bidding Information

* + 1. RFP questions submit to wvillavicencio@lifepathsystems.org and deadline for questions March 24, 2022 is 2:00 pm.
		2. Bids are due by 10:00 am April 15, 2022. No late bids accepted - any bids submitted after 10:00 am will be rejected.
		3. Contract will be executed for this project with payment, performance & maintenance bonds.
	1. The bid form must be in a sealed envelope clearly marked on the (outside) front with the following:
		1. Addressed to:

Willy Villavicencio

1515 Heritage Dr.

McKinney, TX 75069

* + 1. Project Name on outside:

**“BID ENCLOSED, A/E – RFP #02-2022**

* 1. Envelope must bear:
		1. Name of Bidder
		2. Bidder’s Address
	2. Signed Bid Form with any Addenda acknowledged
	3. Bid Bond
1. Bidder’s Qualifications
	1. Five (5) prior projects in nature, scope and size.
	2. Prime and sub-contractors shall meet the above requirement.
	3. Must be experienced as the primary design architect on professional / commercial office space or government healthcare facility, constructed within the last 10 years.
	4. Firm must be familiar with conditions listed in HHSC Information Item V section relating to facilities and familiar with the design practices outlined in the Behavioral Health Design Guide.
2. Bid Award and anticipated overall Project Schedule

 Last day for questions – March 24, 2022 2:00 pm.

 Bid opening – February 25, 2022.

 Bids due- April 15, 2022 10:00 am.

 a. Signed Contracts due – TBD

 b. Pre-con – TBD

 c. Notice to Proceed – TBD

1. Discussion Items
	1. Urgency of Project Milestone Schedule
	2. Lease of property between the Center and the County, Design concept
	3. Bids from contractors to perform and manage the construction portion
	4. Property easements
	5. Crisis Center specifications and clarifications
2. Open discussion and questions