

Document 00910

**ADDENDUM NO. 2**

Date of Addendum: 04/10/2020

PROJECT NAME: New Montrose Library

PROJECT NO: E-000238

PRE-SUBMITTAL MEETING DATE: **April 14, 2020**

SUBMITTAL DATE: **April 23, 2020**

FROM: City of Houston, General Services Department  
900 Bagby, 2<sup>nd</sup> Floor  
Houston, Texas 77002  
Attn: Hector Moreno, Sr. Project Manager

TO: Prospective Proposers

This Addendum forms a part of the Request For Qualifications (RFQ) and it will be incorporated into the Contract, as applicable. Insofar as the original RFQ is inconsistent, this Addendum governs.

**CHANGE IN PRE-SUBMITTAL TELECONFERENCE MEETING DATE**

1. The Pre-Submittal Meeting will be conducted as a Pre-Submittal Teleconference Meeting.
2. The Pre-Submittal Teleconference Meeting will be held on April 14, 2020 at 10:30 AM-CST.
3. The call-in number for the conference call is:
  - a. 1 936-755-1521
  - b. Conference ID: 485 248 757#
4. The Pre-Submittal Teleconference meeting access information will be posted on:
  - a. <https://www.houstontx.gov/generalservices/advertisements.html>

**CHANGE TO RFP DOCUMENTS**

1. Replace Section 1 - **RFQ PROCESS** with the attached document.

**END OF ADDENDUM NO. 2**

(CRC:)

  
Richard Vella  
Assistant Director, REDC - General Services Department

DATE

04/10/2020



## **REQUEST FOR QUALIFICATIONS FOR DESIGN-BUILD SERVICES**

**Project Name: New Montrose Library**

**Project Number: E-000238-0001-4**

### **1 – RFQ PROCESS**

#### **1.1 PURPOSE**

The City of Houston (City), General Services Department (GSD), is requesting Statement of Qualifications (SOQ) for the selection of a Design-Build Team for this Project.

The City anticipates retaining Design-Build Services to provide the Scope of Services outlined in Document 2 of this RFQ. The Design-Build Team with significant experience in planning, design, and construction of projects with similar characteristics will be given prime consideration for this Project. Those firms or joint ventures that participate in this RFQ process will be referred to as “Respondent(s)”. Respondent and its Sub-Consultants shall be referred to collectively as the “Design-Build Team”.

#### **1.2 SUBMITTAL INSTRUCTIONS**

Respondents shall submit six hard copies and one electronic copy (flash-drive) of the SOQ Submittals (see Document 4), in a sealed box labeled with, the Respondent’s name, name of the Project, and General Services Department. SOQ Submittals are due at the date, time, and location set out below. Late submittals will not be accepted.

**Date: Thursday, April 23, 2020**

**Time: Accepted until 10:30 AM**

**Location: City Secretary, 900 Bagby, Room P101, Houston, TX 77002**

### 1.3 PRE-SUBMITTAL MEETING TELECONFERENCE

A Pre-submittal Teleconference Meeting will be held at the date, time and on the access information provided below. Attendance on the teleconference meeting is not mandatory.

Questions pertaining to this project will not be accepted or addressed on the Pre-Submittal Teleconference Meeting but will be accepted via e-mail as outlined in **Section 1.4 Questions** and issued as an addendum.

Reference documents used on the Pre-submittal Teleconference Meeting will be posted on:

<https://www.houstontx.gov/generalservices/advertisements.html>

Questions addressing the function of the teleconference meeting will be answered, as they may be impactful to the teleconference meeting.

**Date:** Tuesday, April 14, 2020  
**Time:** 10:30 A.M. CST  
**Location:** +1 936-755-1521 United States  
Conference ID: 485-248 757#

### 1.4 QUESTIONS

Please email questions concerning this RFQ to:

Richard A. Vella  
Assistant Director of Real Estate, Design & Construction  
General Services Department  
Email: [Richard.Vella@houstontx.gov](mailto:Richard.Vella@houstontx.gov)

c/o  
Hector Moreno, Senior Staff Analyst  
Sr. Project Manager  
Email: [Hector.Moreno@houstontx.gov](mailto:Hector.Moreno@houstontx.gov)

**All questions must be submitted before 12:00 p.m. on Friday, April 17, 2020.**

## 1.5 ADDENDA

All modifications or clarifications of this RFQ will be issued in writing as an Addendum. Addenda will be posted at:

<https://www.houstontx.gov/generalservices/advertisements.html>

Respondents may only rely on information set out in this RFQ, as modified by Addenda. By submitting an SOQ, Respondents will be deemed to have received all Addenda.

No Addendum will be issued later than **Monday, April 20, 2020**, except Addenda with minor clarifications, withdrawing the RFQ, or postponing the Submittal Date.

## 1.6 ESTIMATED RFQ TIMELINE

Pre-Submittal Meeting:	10:30 a.m., Tuesday, April 14, 2020
Questions Deadline:	12:00 p.m., Friday, <a href="#">April 17, 2020</a>
Addenda Deadline:	Monday, April 20, 2020
<b>Submittal Date:</b>	<b>10:30 a.m., Thursday, April 23, 2020</b>
Anticipated Selection Date:	June 2, 2020
Anticipated Award Date:	July 2020
Contract Notice to Proceed:	August 2020