

Document 00910

ADDENDUM NO. 3

Date of Addendum: 08/13/18

PROJECT NAME: Task Order Contract for Professional Architectural Services

PROJECT NO: NA

SUBMITTAL DATE: August 23, 2018 (Previous date August 16, 2018)

FROM: City of Houston, General Services Department
900 Bagby, 2nd Floor
Houston, Texas 77002
Attn: John Tran, Assistant Project Manager

TO: Prospective Respondents

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.

CHANGES TO REQUEST FOR QUALIFICATIONS (RFQ)

1. The Submittal Date for this Project has been changed from August 16, 2018 to August 23, 2018. Time of day and place for submittal of Statement of Qualifications (SOQ) remains the same.
2. Replace the previous published RFQ in its entirety with the revised attached RFQ packet issue with this addendum that is identified by "ADDENDUM NO. 03".

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CLARIFICATIONS

Q1) Is the intent of this RFQ to request the qualifications of only Architectural firms, without inclusion of all sub-consultants such as MEP, Structural, Civil, etc?

A1) Yes. The intent of this RFQ is to request the qualifications of only Architectural firms.

Q2) Except for the Required Forms in Section 3.1, are we restricted to the 20 pages of the 4 – Standard Form Statement of Qualifications?

A2) Yes. You are restricted to the 20 pages of the 4 – Standard Form of the SOQ.

Q3) Are we permitted to include photographs of any of the projects that we list on the Standard Forms?

A3) Please include photographs. (See updated RFQ Packet)

Q4) Are we to include our consultants, such as structural, MEP, etc. in the submittal? If so, where are we to include?

A4) No. You should not include your consultant(s) in this RFQ.

Q5) Page 1 of 6 of the 2- Scope of Services indicates that we are to include experience with the various construction delivery methods. Where are we to include this? I do not see a specific place for this in the Standard Forms.

A5) See updated RFQ Packet. This information is no longer require.

Q6) The RFQ indicates that the SOQs are to be bound with tabs. Is there any requirement or preference regarding the type of binding – either in a three ring binder, or wire binding?

A6) No.

Q7) If we are limited to the specific pages in the 4 – Standard Forms, how do we show that we meet the requirements such as MWBE participation, insurance coverage, etc.?

A7) As projects are issued under this contract. The prime will submit MWBE subconsultants to the Office of Business Opportunity to add to the contract. Insurance forms and others documents will be submitted during post selection process.

Q8) In lieu of multiple TOC project experiences in sections 1.2 (ADDENDUM NO. 3 form 2.1) and 2.2 (ADDENDUM NO. 3 form 3.2), should we show experience with other municipal projects outside of a TOC or leave those pages blank?

A8) You cannot substitute other experience for TOC experience.


Q9) On past City of Houston RFQs, under project experience/representative projects it typically states something like "attached up to two pages of photographs behind this sheet."
I do not see any such statement for photographs in Section 1.1 Respondents Commercial Project Experience or Sections 2.2, 2.3, and 2.4. Please confirm that because of the type of work performed for TOC projects, you excluded photographs from being included as part of the qualifications packet response.

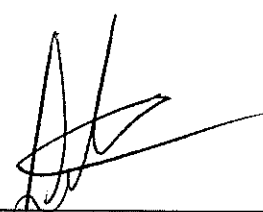
A9) Please include photographs. (See updated RFQ Packet)

Q10) The POP1 form requires a Solicitation number. I cannot seem to find a solicitation number for this project list on the advertisement or in the RFQ packet.

A10) Please leave it blank.

END OF ADDENDUM NO. 3

(CRC: 
Richard Vella
Assistant Director
Real Estate, Design & Construction
General Services Department

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