### Document 00910

# ADDENDUM NO. 1

Date of Addendum: \_\_\_\_\_

PROJECT NAME: MCD - Replacement of hurricane Harvey Municipal Courts

PROJECT NO: WBS No. D-160010-0001-3

SUBMITTAL DATE: June 2, 2022

FROM: City of Houston, General Services Department

900 Bagby, 2nd Floor, City Hall Annex

Houston, Texas 77002

Attn: Synthia Walton, Senior Project Manager

TO: Prospective Respondents

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

### CHANGE IN PROPOSAL SUBMITTAL DATE

The Proposal Submittal Date for this Project has been changed from May 26, 2022 to June 2, 2022.

Time of day and place for submittal of proposal remains the same.

# CHANGES TO REQUEST FOR QUALIFICATIONS (RFQ)

#### **COVER PAGE**

1. Revised Submittal Date

#### RFQ PROCESS

- 2. Section 1.2 Submittal Instructions Revised Submittal Date
- 3. Section 1.3 Pre-Submittal Meeting Revised Meeting Date
- 4. Section 1.4 Questions Revised Questions Due Date
- 5. Section 1.5 Addenda Revised Addenda Date
- 6. Section 1.6 Estimated RFQ Timeline Revised Timeline

### SCOPE OF SERVICES

 Section 2.1 – Project Description – Revised Consultant and Subconsultant language.

### **EVALUATION PROCESS AND CRITERIA**

- 8. Section 3.1 Item #5 Proposed Design Team Consultants Revised Scoring Criteria.
- 9. Section 3.1 Item #6 Project Approach Revised Scoring Criteria.

# DOCUMENT 4 - STANDARD FORM STATEMENT OF QUALIFICATIONS FOR PROFESSIONAL ARCHITECTURAL SERVICES

- 10. Section 3.1a Proposed Design Team Consultants Revised Expand MEP Consultants
- 11. Section 3.2 Experience of Mechanical Consultants Added New Section
- 12. Section 3.3 Experience of Electrical Consultants Added New Section
- 13. Section 3.4 Experience of Plumbing Consultants Added New Section
- 14. Section 3.5 Experience of Structural Consultants Revised Section Number
- 15. Section 3.6 Experience of Civil Consultants Revised Section Number
- 16. Section 3.7 Experience of Landscape Consultants Revised Section Number
- 17. Section 3.2 Experience of Mechanical Consultants New section

## **CLARIFICATIONS**

1. Question #1 – May we add additional roles to the chart in Section 2.1 Proposed Key Personnel? If so, will we need to provide experience forms for those additional roles such as those required in Sections 2.2-2.5?

Response: Submit Key Personnel listed in Section 2.1 of Document 4.

2. Question #2 – Are there any firms that are precluded from pursuing this project?

Response: Refer to Revised RFQ, Document 2 - Scope of Services, Section 2.1 - Consultants and subconsultants that participated in the Feasibility Study or any other affiliated companies that directly or indirectly contributed to the Feasibility Study or firms who, by virtue of its affiliation with design firms that directly or indirectly contributed to the Feasibility Study, have gained an unfair competitive advantage related to the work that is the focus of this solicitation are not permitted to submit on this RFQ.

3. Question #3 – Forms 1.1, 2.2-2.5 and 3.3-3.6 note that example projects that are substantially complete at the time of submission will receive zero points. Can this be expanded to include example projects for which design is complete?

Response: If the project is not substantially complete at the time of submission, the respondent will be awarded zero points.

4. Question #4 – Is there currently a master plan for this site? If so, will that be shared?

Response: There is no adopted master plan for the project area.

5. Question #5 – If we split up mechanical, electrical, and plumbing engineering services among multiple firms, how should we fill out Form 3.3? Should we submit separate forms for each firm?

Response: Document 4, Section 3.1 - 3.7 has been revised to allow discrete Mechanical Engineer, Electrical Engineer, and Plumber Engineer firms in lieu one MEP Firm.

6. Question #6 – Which certifying authorities will qualify for MWBE firms? For example, will HUB, SCTRCA, NCTRCA certification qualify?

Response: The MWBE/SBE City Certification is administered by the Mayor's Office of Business Opportunities (OBO) per Document 4, Section 3.1 MWBE Compliance Plan.

The Office of Business Opportunity (OBO) certifies the following types of businesses through the City of Houston's local certification program:

Minority Business Enterprises (MBE)
Women Business Enterprises (WBE)
Small Business Enterprises (SBE)
Persons with Disabilities Business Enterprises (PDBE)

### END OF ADDENDUM NO. 1

Docusigned by:

| Conclusion |

Richard Vella Assistant Director

Real Estate, Design & Construction Division

General Services Department