

Document 00910

ADDENDUM NO. 5

Date of Addendum: 11/20/2020

PROJECT NAME: Facility Condition Assessment Services

PROJECT NO: D-000226 / X-250002

PROPOSAL DATE: Thursday, December 10, 2020

FROM: City of Houston, General Services Department
900 Bagby, 2nd Floor, City Hall Annex
Houston, Texas 77002
Attn: Kenneth Noll, Staff Analyst

TO: Prospective Proposers

This Addendum forms a part of the Proposal Documents and will be incorporated into the Contract, as applicable. Insofar as the original Project Manual and Drawings are inconsistent, this Addendum governs.

CHANGES TO RFP

1 Paragraph 5.2.6 of the RFP is modified to read as follows:

Fee Proposal: The Proposer should provide costs for the following items:

- a. Provide a per SQFT cost for visual assessments of all facility systems for the buildings and sites including detailed assessments of Mechanical Electrical and Plumbing systems
- b. Provide a software cost breakdown for CPMS, which should include utilization of existing data, implementation and training, annual subscription/licensing, hosting, technical support, and any other products/services
- c. Provide a software cost breakdown for CMMS, which should include utilization of existing data, implementation and training, annual subscription/licensing, hosting, technical support, and any other products/services
- d. Provide a cost for possible integration with any other systems (such as ERP/SAP)
- e. Provide a per SQFT cost based on the roof surface area for infrared roof assessments
- f. Provide a cost for benchmark study – see section 2.1.1.h.
- g. Provide a completed Exhibit A – Fee Proposal template

2. Amend RFP to include Exhibit A – Fee Proposal template attached hereto. In addition, the Excel template will be available the City’s website.

RFP CLARIFICATIONS

1. Do you have a list of people that attended the pre-proposal conference?
ANSWER: A PDF of the vendors who have inquired about this RFP has been posted on GSD’s website
<https://www.houstontx.gov/generalservices/advertisements.html>
2. If the vendor does not meet the MWBE Participation Goal of 24%, but can meet a portion of it, would that be sufficient to meet the MWBE participation requirement?”
ANSWER: No, if a Proposer cannot or will not meet the advertised goal, they must submit good faith efforts. Please see the good faith efforts policy on the Office of Business Opportunity website <http://www.houstontx.gov/obo/>
3. In light of the current conditions of the country due to COVID-19, is the City still expecting a physical bid to be shipped?
 - a. If the answer to the above is yes, please confirm how many “original” versions of the proposal are required.
 - b. If the answer to question 1 is no, please confirm an electronic bid submitted via email will be accepted.**ANSWER:** Per the RFP section 1.2 Proposal Instructions, six hard copies and one electronic copy of the Proposal must be provided to the City Secretary.
4. Given the addenda/answer deadline of October 26 and the proposal deadline of October 29, would it be possible to submit the proposal electronically in lieu of hard copies?
ANSWER: see question 3
5. Can the City provide the form "Declaration of Hire Houston First Designation Form" asked for under Section 5.2.7?
ANSWER: Please visit <https://www.houstontx.gov/obo/hirehoustonfirst.html> for more information regarding Hire Houston First.
6. Please confirm that the attached forms are the ones required under the same section listed above."*(will attach with email)*
ANSWER: Section 5.2.7 of the RFP provides the following web links for City of Houston Ownership Information Form – 00455
<https://purchasing.houstontx.gov/forms.html> and POP1 and POP1 – Pay or Play Acknowledgement Form – 00460 <https://www.houstontx.gov/obo/popforms.html>

7. **2.1 Project Overview Questions:** Will all 316 locations be assessed initially in year 1 of the project as a baseline and then in Year 2 start the 20% rotating assessment pattern? Or, will the 20% pattern begin in Year 1? If the latter, then:
- a. Will the annual 20% be based on square footage or number of buildings?
ANSWER: Perform assessments on select facilities each year. The specifics of which facilities in which year will be developed with the selected vendor. Actual number of facilities and SQFT that will be assessed will be dependent upon cost vs. budget.
 - b. How does the City expect the fees and expenses for each year to be bid?
ANSWER: See attached fee proposal template.
 - c. Will annual adjustments to the fees and expenses be allowed?
ANSWER: No.
 - d. Is the contract to be for 5 years?
ANSWER: Yes.
 - e. Will a 5-year period of performance be for both CPMS and CMMS or just CMMS?
ANSWER: Both the CPMS and CMMS.
8. RFP paragraph 5.2.6 (Content, Fee Proposal) – Please provide a bid form to ensure completeness and consistency of responses among all proposers. If this will be a multi-year project, provide guidance on proposing fees for each year.
ANSWER: see question 7
9. RFP section 2.1.1.a (Project Overview) – Can the City provide an index or description of existing related studies?
ANSWER: No, we do not have a study for City facilities.
10. RFP section 2.3.B.3.d (Technology Requirements, CMMS, Additional Requirements) - Is the City looking to have FCA deficiencies sent to the CMMS and, if so, at what frequency?
ANSWER: The system should have the ability to both automatically or manually send the information on a daily frequency.
When the work is completed in the CMMS and the deficiency is marked complete, does the City want that sent back to the CPMS for updating the FCA status and recalculating the FCI? Frequency?
ANSWER: Yes, on a daily frequency.
11. Implementation, Training and Technical Support Requirements – Shouldn't this RFP section be numbered 2.4 instead of 2?
ANSWER: Yes.

12. RFP section 2.a & 2.g (Implementation, Training and Technical Support Requirements) – Does the City have a current inventory of floor plans in digital format (i.e. CAD or BIM)?
ANSWER: The City has some floor plans in digital format, but not for all the facilities.
If so, does the City have future plans to link to the CPMS and CMMS systems?
ANSWER: Yes.
Is the City planning to digitally model the buildings and or/tie to a GIS system?
ANSWER: Yes, but this is not a priority and is based on funding availability.
13. Does the City have scaled floor plans in pdf format for all its assets?
ANSWER: see question 12
14. Does the City have as constructed MEP drawings for use in the equipment inventory?
ANSWER: see question 12
15. Are Floor Plans to be used and published? If so, how many drawings does the City have and what is the total square footage? What is their condition (do they have polylines for each space)?
ANSWER: see question 12
16. RFP section 2.f and 2.g (Implementation, Training and Technical Support Requirements) - Does the City have a budget for software subscription? (Typically, 12-15% of total license fee.)
ANSWER: The current budget for this project is \$1,248,000 in FY2021 and \$404,000 in FY2022. GSD may seek additional funding for subsequent years.
17. RFP paragraphs 5.2.1 & 5.2.2 (Content, Proposer Experience) – To provide a more complete response, will the City allow us to provide project examples completed within the past 10 years instead of 5?
ANSWER: No. See RFP section 5.2. The Proposer should provide three detailed examples of projects ongoing or completed within the last five years that included facility condition assessment and deferred maintenance reduction planning services.
18. RFP paragraph 5.2.1 (Content, Proposer Experience) – To provide a more complete response, will the City allow us to provide more than three detailed examples of projects?
ANSWER: No. See RFP section 5.2. The Proposer should provide three detailed examples of projects ongoing or completed within the last five years that included facility condition assessment and deferred maintenance reduction planning services.

19. We have a software that will handle everything from Deficiency management to capital planning, and CMMS. Can we bid on the software alone?

ANSWER: No.

20. Is there a budget listing for the repair work to be performed in the future? If so, what is the budget number, is it per building, and where can we find details on this information?

ANSWER: No.

21. Does the City have a current capital planning management system (CPMS) or computerized maintenance management system (CMMS)? Which systems (software) are utilized? Are they hosted or web-based?

ANSWER: The City currently does not have a CPMS, but Parsons eCOMET is the existing system that contains facility condition assessment (FCA) information. Dematic Sprocket is the existing CMMS system. Both systems are web-based and have no integration with each other or with other systems. Some of this data is exportable into Excel. The selected vendor will have access to existing Legacy systems to determine the most efficient way to transfer data.

22. What CMMS/FCA Solution is the using now?

ANSWER: see question 21

23. What Asset Management Software is the 2012 Legacy Data currently residing, or is the Legacy data only in paper format?

ANSWER: see question 21

24. What CPMS program/software does the City currently utilize?

ANSWER: see question 21

25. Is a current CPMS utilized. If so, what?

ANSWER: see question 21

26. Section 2.2 Paragraph 1. Is the data from the 2012 FCA available in excel format? If not, what is the format?

ANSWER: see question 21

27. Does the City expect to award this under one contract or multiple contracts?

ANSWER: One.

For example, an FCA professional services vendor could be awarded a prime contract for the assessment portion and have a maintenance management software provider as a subconsultant. The ongoing software maintenance and license will exceed the timeline of the condition assessment services. Is the city open to awarding separate contracts to distinguish responsibility and duration of services?

ANSWER: No.

28. Is the City open to a custom build software solution rather than a commercial-off-the shelf (COTS) capital planning management system or computerized maintenance management system? While many COTS options are robust solutions, they are frequently overbuilt, one-sided, or generalized because of the 'one size fits all' development approach. We have found that providing custom software builds or modifiable off-the-shelf solutions (MOTS) are substantially more cost effective, user friendly, and have yielded higher key performance indicator results for our clients.

ANSWER: Yes.

29. Training and support for the CPMS and CMMS software system is often on a subscription basis. What level of software support is being used for the existing systems and what level of software support is anticipate with the new systems?

ANSWER: The City would like a "menu" to show various support options with pricing.

Is the City requesting a "menu" of training options to be selected from at a later date?

ANSWER: The City would like a "menu" to show various training options with pricing.

30. Section 3 – Evaluation Process and Criteria – (3.2) Houston First – Will the City of Houston accept the following certifications/socioeconomic designations to receive preference points as a local business?

- a. Texas Historically Underutilized Business (HUB) Certification
- b. South Central Texas Regional Certification
 - i. Disabled Individual Business Enterprise (DIBE)
 - ii. Hispanic American Business Enterprise (HABE)
 - iii. Minority Business Enterprise (MBE)
 - iv. Small Business Enterprise (SBE)
 - v. Veteran-Owned Business Enterprise (VBE)

ANSWER: Vendors must be designated by the City of Houston Office of Business Opportunity to receive City Business or Local Business points.

31. Is there a project schedule implemented prior to notice to proceed?

ANSWER: No, the City will develop the schedule with the selected firm.

32. What is the time frame for the expected solution implementation?

ANSWER: see question 31

33. What is the expected timeframe to complete assessment for all 316 facilities?

ANSWER: see question 31

34. What is the timeframe for delivery of reports, either as a whole or per building?

ANSWER: see question 31

35. What is the time frame to complete the FCA Inspections?

ANSWER: see question 31

36. Will training and support staff be co-located within City of Houston offices?

ANSWER: No.

37. How many RS Means licenses will be required? Will licenses be just for consultant or will City of Houston employees require access as well?

ANSWER: One license for City of Houston.

38. RFP requires that RS Means be "embedded" in the consultant's CPMS application which will also allow for non-RS Means entry. If the consultant can utilize RS Means outside of the CPMS and CMMS software and then integrate pricing, will that be acceptable?

ANSWER: No, RS Means needs to be within the new system.

39. Can the consultant host the system in the cloud?

ANSWER: Yes.

40. Can the mobile solution required for the CPAS and CMMS System be the same application with different features for each required function?

ANSWER: The mobile solution required for the CPMS and CMMS System may be the same solution.

41. What level of information security is required by local governments for cloud-based database solutions?

ANSWER: Here are general City of Houston guidelines: Cloud based solutions must be hosted on data centers located inside of the United States. Cloud solution hosting providers should at a minimum be subjected to SOC 2 and ISCO27001 Standards.

42. In the planned Capital Projects on the City of Houston website, there is a budgetary estimate of \$808K for FCA services. Is that for this entire project (FCA services including the acquisition and implement of an integrated CMMS/CPMS system)? Or is that the budgetary project estimate just for just the first year?

ANSWER: The current budget for this project is \$1,248,000 in FY2021 and \$404,000 in FY2022. GSD may seek additional funding for subsequent years.

43. Users/Licenses:

a. O&M – 188 Technicians, 44 Users

i. How many users out of the 188 will be using TRIRIGA

ii. How many will be Mobile vs non-mobile

ANSWER: GSD does not currently use TRIRIGA

44. What data elements do you expect to be part of Data Migration? (i.e. Geography, Locations, Assets, Asset Specifications, Historical Work Orders, PMs, Historical FCA data)

ANSWER: The data elements to be migrated will be developed with the selected vendor.

45. What takes priority: FCA Inspections or the implementation of the solution?

ANSWER: The City wants the complete solution.

46. Would it be possible to know which firm worked on the 2012 assessment?

ANSWER: Parsons.

47. If an entirely new inventory and condition assessment is performed under the current RFP, then what information from the Legacy Reports/Data Set does the City want to include in the new Facility Asset Management Software? Is the intent to migrate the existing data into the new software until it is replaced by data from the new assessment? Whereas, over the course of the 5-year program, all the legacy data would be replaced?

ANSWER: GSD desires to utilize all existing data as a starting point for this RFP. Existing data would be replaced as facility condition assessments are performed and/or more accurate data becomes available and/or is identified.

48. What is the City's anticipated intent for utilizing the existing data from the 2012 FCA? For example, should our team anticipate verifying and validating the entire dataset or focusing on the remaining priority one and two items and priority three, four, and five items that have not yet seen repair or replacement?

ANSWER: see question 47

49. Is it the City's requirement to have licensed engineers assess the Mechanical, Electrical, and Plumbing (MEP) equipment?

ANSWER: Licensed engineers are not required, but at a minimum it needs to be a master MEP trade professional.

50. What level of detail is required for the MEP assessments?

ANSWER: Fully detailed external and internal MEP assessment for total reliability and sustainability (e.g. load analysis).

Does the City want a detailed assessment of this equipment regardless of equipment capacity and value?

ANSWER: Yes.

51. Is the City going to require the consultant to remove the dead fronts of all electrical equipment to assessment the internal components?

ANSWER: Yes.

52. Is it the intent of the MEP portion of the assessment to populate equipment specific maintenance needs for the individual pieces of mechanical, electrical, and plumbing equipment, in addition to the Preventative Maintenance Scheduled Activities?

ANSWER: Yes.

53. RFP section 2.2.2 (Facility Condition Assessment Services, Assessments) – please describe a suitable scope or characteristics and/or deliverables of “detailed assessments of Mechanical Electrical and Plumbing systems” as opposed to the visual, non-destructive assessments.

ANSWER: see questions 49-52

54. Section 4.1 Paragraph a. and b. Can the city provide an asset list with the building name, use type, building square footage and address for each location?

ANSWER: A PDF of the potential facilities to be included has been posted on GSD’s website <https://www.houstontx.gov/generalservices/advertisements.html>

55. Can you please provide a total list of the assets, preferably in Microsoft Excel? The following information for each asset would be extremely helpful in providing appropriate cost breakdowns.

- a. Building gross square footage
- b. Address
- c. Date of construction
- d. Date of most recent renovation

ANSWER: see question 54

56. Is there a list of all the facilities to be assessed with their locations?

ANSWER: see question 54

57. Section 4 – List of City’s Potential Facilities – In addition to the approximate locations, square feet and types of facilities, will the City of Houston please provide a complete list of facilities to be included in this scope of work?

ANSWER: see question 54

58. Can you provide a list of facilities, their type and square footage?

ANSWER: see question 54

59. **2.1 Project Overview Questions:** The Project Description included on slide 2 from the Pre-Proposal Call on Sept. 8 states: “Condition assessments will occur at various facilities each year so that each facility is reassessed every five years.” We do not find any mention of the Period of Performance and this stipulation in the RFP. Please provide further guidance on the Period of Performance, how it will be implemented, and what the City expects to be included in our proposal.

ANSWER: GSD will assign facilities/systems to the selected vendor during the 5-year contract period based on funding availability.

60. **2.2. Facility Condition Assessment Services Questions:** RFP section 2.2.3.b (Facility Condition Assessment Services, Assessment Results) – Please provide a detailed description (preferably using UNIFORMAT II Levels 3, 4, or 5 designations) of the systems you are interested in and the level of detail, thresholds or minimum sizes or capacities, etc. of the equipment to be inventoried.

ANSWER:

A10 - Foundations
A20 - Basement Construction
B10 - Super Structure
B20 - Exterior Enclosure
B30 - Roofing
C10 - Interior Construction
C20 - Stairs
C30 - Interior Finishes
D10 - Conveying
D20 - Plumbing
D30 - HVAC
D40 - Fire Protection
D50 - Electrical
F10 - Special Construction
G20 - Site Improvements
G30 - Site Mechanical Utilities
G40 - Site Electrical Utilities
G90 - Other Site Construction

61. What Uniformat Building and Site Systems are included in the scope of the inventory and condition assessment?

ANSWER: see question 60

62. What is the scope and level of detail expected from the report? Exterior shell, curtainwall, roofing, windows, caulking, interior finishes, cabinetry, appliances, furnishings?

ANSWER: see question 60

63. The RFP indicates there is a pre-existing 2012 Facility Condition Assessment and related studies. Where can we find this information and what is the current format of these documents? PDF, excel or Word?

ANSWER: The selected vendor will have access to existing Legacy system to determine the most efficient way to transfer data.

64. Are environmental / hazardous materials surveys part of the scope?

ANSWER: No.

65. What are the limits for the Structural review? Visual inspection with notes and pictures or structural engineer report with x-rays? If so, is the engineering report part of the base service or additional work?

ANSWER: Visual assessment with notes and pictures.

66. What are the limits for ADA review? Actual survey or visual notes with pictures?

ANSWER: Visual assessment with notes and pictures.

67. Is the COH expecting cores in the parking lots to determine their remaining life cycle?

ANSWER: No.

68. Is the COH expecting roof cores to determine the current life cycle expectation?

ANSWER: No.

69. Will lifts or drones be required? If so, please indicate if this is base or extra service?

ANSWER: No.

70. What is the scope of the Security Alarm investigation? Documentation of existing or determination of what is non-compliant with code?

ANSWER: Security alarm is not included in the scope of this RFP.

71. How does the City want to categorize their assets per building, via a number sequence, alpha description? How are these defined across the board?

ANSWER: Will be addressed with the selected vendor.

72. How would the City characterize the accuracy, completeness, and overall reliability of the 2012 dataset? Can a sample building be provided in MS Excel for reference in understanding the data markers that were previously collected? Has the dataset been marked with what deficiencies have been corrected/repared/replaced?

ANSWER: The data to be provided to the selected vendor.

73. Can we get a copy of original Parsons Facility Condition Assessment?

ANSWER: The selected vendor will have access to existing Legacy system to determine the most efficient way to transfer data.

74. **2.3 Technology Requirements Questions:** RFP section 2.3.3 (Technology Requirements) – Does “Inventory Management” mean consumables (i.e., belts, bulbs, filters, etc.) or physical fixed equipment inventory from the CPMS?

ANSWER: Inventory is referring to physical assets, not consumables.

75.2.3.3- In regard to inventory are you looking just to track inventory items and cost in multiple warehouse or advanced features such as auto replenish, cycle counting, purchasing integrations, Shopping carts etc.

ANSWER: see question 74

76. Is the City currently using a CMMS software program? If so, what is the name of the current program? If no, then how is the City currently handling its Maintenance Management needs? Are different departments doing different things?

ANSWER: Dematic Sprocket is the existing CMMS solution. This RFP is for GSD and GSD clients, which includes Library, Health, Police, Fire, and General Government. A PDF of the potential facilities to be included has been posted on GSD's website <https://www.houstontx.gov/generalservices/advertisements.html>

77. Section 2.2.3 The maintenance schedule you refer to is the PM schedule we assume. If so, do you want just one recommendation which we will load in or suggested time frames for you to decide on.

ANSWER: The preventative maintenance schedule needs to be in accordance with the manufacturers' recommendations.

78. **2.1 Project Overview Questions:** Does the City want the CMMS replaced in year 1? Also, does the City plan to run both systems - existing and new CMMS - in parallel for transition or bring up the new system offline then cutover at the end?

ANSWER: The City wants the new system up and running in year 1. The City does not want to operate new system and old system in parallel.

79. **2.1 Project Overview Questions:** Can the City provide information on the current CMMS? For example, name, version, database version, number of users.

ANSWER:

Name: Dematic Sprocket

Version: 4.2.35

Database version: 2.0

Number of Users: 441

Mobile Users: 94

Tech Support Users: 1

80. What is your current CMMS?

ANSWER: see question 79

81. Is there a current CMMS utilized? If so, what?

ANSWER: see question 79

82. **2.1 Project Overview Questions:** What is the City's preferred CMMS?

ANSWER: GSD does not have a preferred CMMS.

83. RFP section 2.3.B.1.c (Technology Requirements, CMMS) – Can the City provide actual number of planned concurrent CMMS users by role (administrators, power users, general users, mobile users, reports only)? Can the City also provide concurrent desktop users and concurrent mobile users?
ANSWER: Will be addressed with the selected vendor.
84. RFP section 2.3.B.1.g (Technology Requirements, CMMS) – Does the City have documented FM practices? Can they be provided?
ANSWER: GSD does not have comprehensive FM practices documented. The FM practices GSD does have documented will be shared with the selected vendor.
85. RFP Section 2.3.B.1.j (Technology Requirements, CMMS) – What is the City’s current and planned technology stack (e.g., Microsoft products or Apple products)? Can you provide your current hardware/software standards for mobile devices?
ANSWER: The City currently uses Microsoft Surface Pros and Apple iPads, mobile devices (cell phones), Apple (IOS) and Android laptops (PC’s), runs Windows 10 and can be from multiple hardware vendors (HP, Dell, Microsoft).
86. RFP section 2.3.B.2.b (Technology Requirements, CMMS, Functional Requirements) – Library of procedures: Does the City have a library in the current CMMS? If so, will that library migrate to new system or does the City plan to start fresh?
ANSWER: No.
87. RFP section 2.3.B.2.b (Technology Requirements, CMMS, Functional Requirements, Asset Management) - Are all building codes and space codes in current CMMS? If not, is that part of consulting?
ANSWER: No. No.
88. RFP section 2.3.B.2.d (Technology Requirements, CMMS, Functional Requirements, Reporting) - Can the City provide a top 10 list of reports it uses in the current CMMS or prefers to be part of the new CMMS?
ANSWER: This will be provided to the selected vendor.
89. RFP section 2.3.B.2.d (Technology Requirements, CMMS, Functional Requirements, Reporting) - Does they City have/want key performance indicators in the CMMS?
ANSWER: Will be addressed with the selected vendor.

90. RFP section 2.3.B.3.b (Technology Requirements, CMMS, Additional Requirements) – Does the city have device requirements (i.e., IOS vs android vs windows mobile)? Does the CMMS mobile require offline capability?
ANSWER: Yes, the City currently uses both Apple and Android mobile devices, and laptops/desktops with Windows 10 from multiple hardware vendors. It is preferred to have mobile offline capability.
91. What mobile device platform is preferred by the client i.e. android, iOS, windows?
ANSWER: see question 90
92. RFP section 2.3.B.3.c (Technology Requirements, CMMS, Additional Requirements) – Please clarify integration requirements. Does the City have a specific module within SAP that it is implementing?
ANSWER: Will be addressed with the selected vendor.
93. How does City want to allocate ability to issue work order tickets? Is there an approval system for this? Who can issue work orders? Who needs to see the work order?
ANSWER: Will be addressed with the selected vendor
94. Does City require the outsourced vendors to have access to this data so they can see work orders, or just receive the email?
ANSWER: Select vendors will need to have access to this system.
95. What reporting information needs to be included: status of work orders, current history, etc.? To whom? How Often?
ANSWER: Will be addressed with the selected vendor
96. How are maintenance calls currently handled? How does the maintenance team currently operate? Who and how in the maintenance department receives the notifications?
ANSWER: Will be addressed with the selected vendor
97. What is the percentage of City employee maintenance worker vs. outsourced repair contractors?
ANSWER: Will be addressed with the selected vendor
98. When migrating the existing CMMS system data to the new software, what level of participation can the Consultant expect to receive from the City and/or the existing CMMS provider?
ANSWER: Will be addressed with the selected vendor
99. Are Preventative Maintenance and other automatic work order scheduling protocols being used to auto-generate work orders? Is this part of the data migration requested by the City?
ANSWER: No. No.

100. Data transfer from an existing CMMS is requested. What is the current CMMS? In the current CMMS is there a flat file export utility or are we meant to comb through existing DB Structure to export.

ANSWER: The selected vendor will have access to existing Legacy system to determine the most efficient way to transfer data.

101. Is the expectation that an end user will be able to modify, add, delete records from the CPAS costbook? The costbook is the location of unit costs and modifiers i.e. (location factors, inflation) storing the UNIFORMAT types. Or is the expectation that the costbook in the CPAS will be centrally managed by an administrator and end users would have to submit a request for modification?

ANSWER: Will be addressed with the selected vendor.

END OF ADDENDUM NO. 5

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

DATED: 11/20/2020

Exhibit A - Fee Proposal Template

<p>RFP Paragraph 2.2.2 Assessments: Consultant shall perform visual assessments of all facility systems for the buildings and sites. In addition, the Consultant shall perform detailed assessments of Mechanical Electrical and Plumbing systems.</p>	
<p>RFP Paragraph 5.2.6.a Provide a per SQFT cost for visual assessments of all facility systems for the buildings and sites including detailed assessments of Mechanical Electrical and Plumbing systems</p>	Provide the per SQFT cost in the box below.
<p>Provide assumptions and clarifications (if any) in the box below.</p>	
<p>RFP Paragraph 5.2.6.e Provide a per SQFT cost based on the roof surface area for infrared roof assessments</p>	Provide the per SQFT cost in the box below.
<p>Provide assumptions and clarifications (if any) in the box below.</p>	
<p><i>Actual number of facilities and SQFT that will be assessed will be dependent upon cost vs. budget.</i></p>	
<p>RFP Paragraph 2.1.1.h Provide benchmark study comparing the City's current facility management practices with those of the public and private sectors. Study to highlight annual maintenance costs and optimal staffing requirements.</p>	Provide the cost in the box below.
<p>RFP Paragraph 5.2.6.f Provide a cost for benchmark study</p>	

Exhibit A - Fee Proposal Template

RFP Paragraph 5.2.6.b Provide a software cost breakdown for CPMS, which should include	Frequency (annually, monthly, one-time, hourly, ect.)	Provide the cost in the box below.
utilization of existing data		
implementation and training		
annual subscription/licensing		
hosting		
technical support		
any other products/services		
Total 5-year Cost		\$0.00
Provide assumptions and clarifications (if any) in the box below for "any other products/services".		
A training "menu" may be attached as a reference.		

RFP Paragraph 5.2.6.c Provide a software cost breakdown for CMMS, which should include	Frequency (annually, monthly, one-time, hourly, ect.)	Provide the cost in the box below.
utilization of existing data		
implementation and training		
annual subscription/licensing		
hosting		
technical support		
any other products/services		
Total 5-year Cost		\$0.00
Provide assumptions and clarifications (if any) in the box below for "any other products/services".		
A training "menu" may be attached as a reference.		

RFP Paragraph 5.2.6.d Provide a cost for possible integration with any other systems (such as ERP/SAP)	Provide the cost in the box below.