

ADDENDUM

Document 00910

ADDENDUM NO. 3

Date of Addendum: 2/13/2023

PROJECT NAME: *MCD – Replacement of hurricane Harvey Municipal Courts*

PROJECT NO: WBS No. D-160010-0001-4

SUBMITTAL DATE: February 16, 2023

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 Proposal (RFP) and will be incorporated into the Contract, as applicable. Insofar as the original RFP is inconsistent, this Addendum governs.

CLARIFICATIONS

1. Question #1 – Could you clarify the schedule for this project? The current Proposed Project Schedule on the RFP (page 7) shows the project to begin construction in September of 2024, while at the Pre-Submittal Meeting, I believe it was indicated that the Preconstruction phase, from Design to GMP, could take 3-4 years. Could you clarify the current anticipated date that the Construction Phase would begin?

Response: We are targeting the Preconstruction to be approximately 12 to 18 months. Targeting 3 months for bidding and GMP approval. Targeting 18 to 24 months for construction. Approximately, 39 months from start to finish.

2. Question #2 – We are looking for the FEMA Project Worksheet for this project so that we understand the type of grant, and any special conditions placed upon the City. Can this be shared at this time?

Response: Currently it is identified with a project number in the Grants Portal until FEMA creates the project worksheet.

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3. Question #3 – Please provide the role, responsibilities, and expectations of the FEMA Compliance Coordinator. From the FEMA website, for work on reconciling reimbursement requests for grant program funding, the typical assignments include the following. Please confirm.
 1. Conducting compliance reviews of documentation supporting reimbursement requests based on program policies.
 2. Communicating with State, Local, Tribal and Territorial government staff and other stakeholders in the field.
 3. Reviewing amendment requests and process as projects in a Grants system.

Response: Confirmed

4. Question #4 – Can you provide the COH's selected Architectural firm for this project?

Response: GSD is currently in negotiation with the Design Team.

5. Question #5 – On page 3 of 3 in Addendum 1, 2 – Scope of Services under item 2.5 it states that “The CMAR shall provide professional services...”. Confirm this does not include the professional services for architectural, structural, civil, MEP, soils, testing or any other design related services.

Response: This does not include the professional services for architectural, structural, civil, MEP, soils, testing or any other design related services.

The following sentence " The CMAR shall provide professional services and is contracted in sync with the architect." has been revised to state the following "The CMAR shall provide Preconstruction services and is contracted in sync with the architect." Please see attached Section 2 – Scope of Services, item 2.5.

6. Question #6 – It is typical to add a cover letter to the RFP response; however, during the pre-bid, the City of Houston stated not to deviate from the RFP instructions which does not list including a cover letter. Would including a cover letter be seen as deviating from the RFP instructions?

Response: The cover letter is not part of the Evaluation Process and Criteria per Document 3, Section 3.1

7. Question #7 – During the pre-bid, the City of Houston stated not to deviate from the RFP instructions, if we are not adding additional pages, can we utilize the white space on the allowed pages?

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Response: Refer to Document 4, it states only two pages of photographs are allowed behind the noted sheets.

- 8. Question #8 – What type of FEMA Grant is/did the City of Houston apply for? And what entity will take the lead on preparation of this grant (i.e., City of Houston, the architect, etc.)?

Response: This is FEMA Public Assistance (PA) grant. City of Houston Finance department manages all aspects of grant compliance in collaboration with City department and Consultants.

- 9. Question #9 – Based upon a review of Section 4.3.2 of the CM Agreement and Section 11.2.9 of the General Conditions it appears that bidders are expected to include the cost of insurance in the proposed Fee, please confirm that is accurate.

Response: Insurance cost as required are part of the General Conditions are part of the proposed Fee. Refer to sections 2.14 General Conditions Work and 4.3.2.6.e Other Costs in the agreement.

- 10. Question #10 – Referring to section 2.1 Project Description: If an MBE/MWBE sub-contractor participated in the Feasibility Study, either engaged by City of Houston or affiliated with the design team, are they excluded from being on the CMAR team?

Response: 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 RFP.

END OF ADDENDUM NO. 3

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DocuSigned by:
Richard Vella
Richard Vella
Assistant Director
Real Estate, Design & Construction Division
General Services Department

DATED: 2/13/2023