

ADDENDUM

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ADDENDUM NO. 2

Date of Addendum: September 11, 2023

PROJECT NAME: GSD – Project Management Services Task Order Contract RFP
Federally Funded

PROJECT NO: N/A

PROPOSAL DATE: There is no change to the Proposal Date.

FROM: City of Houston, General Services Department
900 Bagby, 2nd Floor, City Hall Annex
Houston, Texas 77002
Attn: Dimitri Karavias, Senior Division Manager

TO: Prospective Proposers

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

CLARIFICATIONS

- **Question 1:** RFP states, "Proposers should select three representative projects/programs of the similar type, size and/or scope." Can you provide examples of City of Houston of projects we should reference regarding type, size, and scope?
 - **Response: GSD projects for the purpose of this proposal include but are not limited to Parks, Police, Fire, Library, Health, Solid Waste, General Government (Courts, ARA, BARC, City Hall,), some Houston Public Works (Office type facilities), and other City owned facilities. This RFP is specifically for services related to projects with Federal funds.**

- **Question 2:** GSD mentioned that all positions could be split between multiple applicants or awarded to one company. If selection is distributed, are subordinate/support positions such as CAD designer or APM expected to report to another firm's Senior PM or PM?

- **Response: This is not correct. Each applicant will be scored on all positions identified in the RFP. The applicant can submit as a joint venture and/or with consultants to fill roles that the applicant cannot provide inhouse.**

- **Question 3:** It was mentioned and understood that there are no guarantees of work for these positions if awarded and that staff positions will be released on a task order basis as required. GSD has asked each company to provide a specific individual for each role. If selected and issued a task order several months after the award, is the person listed in our proposal response expected to be available, or can we assign an equally qualified staff member?
 - **Response: We understand that an organization will not keep the staff on standby for 5 years between Task Orders. The expectation is that alternate or additional staff will need to have similar level of experience and contingent on City of Houston approval.**

- **Question 4:** Related to the Federally-Funded PM Contract, what are the right-to-work requirements for my project team? Does it have to be 100% US Citizens, green holders, or is it open to anyone with a work visa or better?
 - **Response: Proposer will be required to meet the provisions in the GSD Project Management Task Order Sample Contract included in the CIVCAST Docs.**

END OF ADDENDUM NO. 2

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DocuSigned by:

Richard Vella

(ON:DK)

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DATED: 9/11/2023

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