



**CITY OF HOUSTON**  
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April 15, 2016

**SUBJECT:** Letter of Clarification No. 1

**REFERENCE:** Request for Qualification (RFQ) Solicitation No. Q-H27-PMODB-2016-020  
Program Management Office Building Design-Build Services

**To:** All Prospective Respondents

This Letter of Clarification is issued for the following reasons: 1) to respond to questions posed by prospective respondents; and 2) to revise certain portions of the RFQ document.

**I. The following are questions posed by prospective respondents and the Houston Airport System (HAS) responses:**

1. **Question:** Will the prime contractor's MWBE status count towards the goal? If so, how much? In other words if Byrne is the prime and we are MBE, is our participation 100% or only for the work performed by Byrne.

**Response:** If a M/WBE firm is in a joint venture with a non M/WBE firm, the prime contractor's MWBE status will be counted only towards the work that the prime performs.

2. **Question:** If the above is not true and the goal drops to subcontractors, is it just first tier or all tiers down to suppliers?

**Response:** Please refer response provided in Question #1.

3. **Question:** For the MWBE status, is there a net worth component? In other words can you be a large company and still have MWBE status?

**Response:** There is no personal net worth component for M/WBE status. However, companies do have to be under the Small Business Administration (SBA) size standards for the different North American Industry Classification System (NAICS) Codes that they are certified in.

4. **Question:** Which certification agency does Houston recognize? STRCA is what is recognized in San Antonio and NTRCA in DFW. If neither of these, how do we get certified in the Houston market?

**Response:** Only City of Houston Certification is accepted. The MWBE certifications can be obtained through the Office of Business Opportunity with the City of Houston.

5. **Question:** Since the design will be carried under the Contractor, as Design Build, is there a separate goal for design or will it just fall under our prime umbrella? I guess question 1 will help answer that.

6. **Response:** This solicitation's goals are 30% MWBE for the professional services phase. For the construction phase, the goals are 20% MBE and 8% WBE.

7. **Question:** LD Reduction: Please consider reduction of the Liquidated Damage values. Timely and quality completion are the standards by which we perform, however pricey liquidated damages are a deterrent to proposal submission.

**Response:** The clause is written as intended. Reduction of the LDs will not be considered at this time.

8. **Question:** In light of Section 5.2.2 of the Request for Qualifications: "If the City pursues such a course of action and does not issue the Phase 2 NTP to the Design-Build firm, and terminates the Contract with the Design Build Contractor and the builder receives notice, the contracts between the Design Build Contractor and designer and/or subcontractor shall be assigned to the City with no liability for any outstanding amounts due at the time of the assignment... " if HAS terminates the D/B contract prior to Phase 2 will payment be made for design work and other delivery cost incurred through the date termination?

**Response:** The Design Build Contractor shall be paid for Work performed up to the date of termination in accordance with the General Conditions of the Contract.

9. **Question:** What "technology" is to be included in the furniture and fixture elements to be provided by the D/B Contractor and are FF & E and "technology" a part of the D/B Budget?

**Response:** The Design Criteria Package provided in Attachment B of the RFQ provides the general requirements of the technology associated with the FF&E. HAS will provide additional technical requirements to the successful Respondent. The technology systems shown in the Design Criteria Package will be part of the Design Build Contractor's budget.

10. **Question:** Please consider accepting 1) a proposal that meets MWBE goals on design but only provides 2) a commitment and project specific plan to achieve MWBE goals for construction. Construction MWBE commitments would be implemented once sufficient design is completed enabling competitive pricing. At this stage of project development, specific MWBE priced commitments are not achievable as bid packages are not prepared.

**Response:** All proposals must have completed MWBE participation plans for the Professional Services/Design and Construction.

11. **Question:** BIM and Autodesk products including Civil3D: Will HAS provide licensed access to software. Many potential sub vendors use other design platforms as their core design vehicle.

**Response:** HAS will not provide BIM and Autodesk software products to the Design Build Contractor team.

12. **Question:** Can HAS provide program development files, including Revit and AutoCAD files, for review and utilization by proponents during proposal preparation?

**Response:** The BIM and Autodesk files will be made available to the successful Respondent.

13. **Question:** Can HAS extend the question submission deadline as firms have had difficulty accessing the city's procurement site containing project information?

**Response:** No. No problems with the website have been reported.

14. **Question:** Does the Prime have to be M/WBE Certified with the City of Houston, or just registered with them? What's the significant difference?

**Response:** Prime Contractors do not have to be certified M/WBE with the City of Houston. Any contractor that is used to fulfill the M/WBE requirements does have to be a registered M/WBE with the City of Houston.

15. **Question:** Under 1.02, B., who is responsible for the liquidated damages? Please explain the level of responsibility.

**Response:** The Design Contractor, i.e., the firm that has entered into a contract with the City, will be responsible for liquidated damages.

16. **Question:** It was noticed that a geotech report "DRAFT" is in the documentation. Was the geotech report finished? If so, is it available to view? If not, will a new one be required?

**Response:** Yes, the geotechnical report was finalized. The final Geotechnical Report dated August 10, 2015 is now available on the City SPD website at <http://purchasing.houstontx.gov>.

17. **Question:** Which specific disciplines of consultants and/or contractors/subcontractors are required to operate and provide BIM models? Is this limited to just the Prime, Architectural, Structural and MEP, or does it extend to all consultants under section 4.04? Are any consultants excluded from having to comply with this requirement? This requirement could greatly limit the availability of qualified consultants and contractors.

**Response:** Architectural, Structural, MEP and Civil disciplines will be required to provide BIM models. HAS will discuss the requirements for other disciplines with the successful Respondent.

18. **Question:** Is the project slated to be LEED and if so to what level?

**Response:** Design to achieve LEED certification is not required. However, design principles should be followed for maintainability and sustainability of the building to reduce lifecycle costs and energy use, in accordance with the criteria LEED Silver.

19. **Question:** Are previous rendering files available in CAD format to allow for mock up/augmenting for the purposes of submitting the bid? If not, are these files available in ANY other format?

**Response:** All renderings provided in the solicitation are in PDF format. Any existing BIM or Autodesk files will be available to the successful Respondent.

II. **Notice of revisions to the RFQ document as noted below:**

20. Section 10.5.2, page 11 of 61, Step 1: RFQ Content Table, add **“MWBE Compliance”**.

21. Section 10.6.1.1, page 12 of 61, Step 1: RFQ Content and Weights Table, add **“MWBE Compliance – Pass/Fail”**.

22. Delete the words **“MWBE Compliance”** from Section 11.2.1(last bullet), page 16 of 21; Section 11.3.2 - Step 2: Additional Information Content, page 17 of 61; and Section 11.4 – Evaluation Criteria, page 18 of 61.

23. Move Sections **“11.4.7; 11.4.7.1; and 11.4.7.2 - MWBE Compliance to new Sections “10.7.8; 10.7.8.1; and 10.7.8.2, respectively”**.

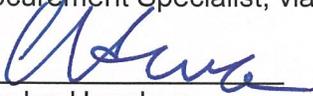
24. Section 14.5.3, page 25 of 61, revise section as follows **“MWBE and MBE and WBE Participation Plans are due along with the Statement of Qualification for Step 1 of the Evaluation”**.

25. Page 29 of 61, move **“Exhibits N, O, P, from FORMS TO BE SUBMITTED WITH ADDITIONAL INFORMATION to FORMS TO BE SUBMITTED WITH STATEMENT OF QUALIFICATIONS”**.

26. Page 53 of 61, Exhibit K – Required Submittal Checklist, add **“Exhibits N, O, and P”** to the list.

When issued, Letter(s) of Clarification (LOC) shall automatically become part of the solicitation documents and shall supersede any previous specification(s) and/or provision(s) in conflict with the Letter(s) of Clarification. LOC(s) will be incorporated into the Agreement as applicable. It is the responsibility of the respondent(s) to ensure that it has obtained all such letter(s). By submitting a Statement of Qualification on this project, respondent(s) shall be deemed to have received all LOC(s) and to have incorporated them into this solicitation.

If further clarification is needed regarding this solicitation, please contact Al Oracion, Sr. Procurement Specialist, via email at [Alfredo.Oracion@houstontx.gov](mailto:Alfredo.Oracion@houstontx.gov).



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cc: file; RFQ Solicitation No. Q-H27-PMODB-2016-020