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May 26, 2016

SUBJECT: Letter of Clarification No. 1

REFERENCE: Request for Qualification (RFQ) Solicitation No. Q-H27-EAPHDB-2016-032
East Aircraft Parking Hardstand Design-Build Services

To: All Prospective Respondents

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

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

1. **Question:** Please confirm only 1 USB of the Technical Proposal is required.

Response: As stated in Section 11.3.1, 10 USBs are required.

2. **Question:** In the second stage proposal, which envelope should contain the 3 required exhibits? Please specify exact location.

Response: Envelope #1 should have Exhibit T – Technical Proposal and Exhibit U – Contract Exception Chart; Envelope #2 should have Exhibit S – Price Proposal.

3. **Question:** Please confirm that the financial records envelope goes within Envelope 1.

Response: Yes.

4. **Question:** Please confirm that the safety records envelope goes within Envelope 1.

Response: Yes. Separate envelope that goes within Envelope 1.

5. **Question:** Please confirm only one copy of Exhibits S, T, and U are required from the JV.

Response: One original copy of JV's response to Exhibits S, T, and U and ten copies of Exhibits T and U are required.

6. **Question:** Are copies of each Exhibit required from both members of a JV, including the MWBE forms? Or will one copy from the JV for e.g. Exhibits O-Q be sufficient?

Response: Copies of each Exhibit are required from both members except Exhibits O, P, and Q.

7. **Question:** Given the size of the document, will a 3 ring binder be an acceptable form of binding?

Response: Yes.

8. **Question:** Please provide the Exhibit G Pay or Play Acknowledgement Form signature page.

Response: See attached signature page.

9. **Question:** Per the RFQ, Document 00470 is required for Phase I (Statement of Qualifications) submission. Please clarify that MWBE participation percentages (specifically as called for in Column 3), are to be submitted for Design and Pre-Construction Services only.

Response: Completed Form 470 MWBE Participation Plans for Design will be required at the time of SOQ submittal. Completed Form 470 MWBE Participation Plans for Construction will be submitted when/if firms are shortlisted at time of submission of Technical Proposal.

10. **Question:** If MWBE participation percentages (specifically as called for in Column 3) on Form 00470 are to be submitted for Construction Services in either Phase I or Phase II of the procurement, please consider allowing Respondents to instead: a) Supply a list of qualified subcontractors or a subcontractors pool from which they will reach the MWBE Goals, and/or b) Sign a Commitment Letter to all MWBE goals. These options will allow Respondents to bid to the Subcontractor Pool and get best value for HAS.

Response: Please refer response provided in Question #9.

11. **Question:** Please confirm that Exhibit S is to be submitted in Phase II (Technical Proposal) only.

Response: Yes; Exhibit S - RFP Price Proposal Form must be submitted in Step Two - Request for Proposal, of this solicitation process.

12. **Question:** Please clarify exactly what forms and or scored content meets the "MWBE" compliance category listed in the table at 10.5.2

Response: Exhibit O is due. Exhibits P and Q are due if the firm is not able to meet the MWBE Goals.

13. **Question:** As the site geotechnical and topo survey will be provided, if additional information is needed, will that be provided through your current provider or will the Design Build Contractor need to include within the team?

Response: Any additional geotechnical or topographic surveys that may be required during execution of design build services, should be provided as part of the Design Build Contractor's team.

14. **Question:** During the Pre-submittal Meeting it was stated that a “full GMP” would be required with the Technical Proposal. This is in conflict with Page 5 of 68 of the solicitation which states that “The culmination of Phase 1 Preconstruction Services will be negotiation of a Guaranteed Maximum Price (GMP) in accordance with the Scope of Work.” Please clarify which is the case and provide the proper pricing form if required.

Response: The Design Build Contractor will be expected to submit a Guaranteed Maximum Price (GMP) proposal at completion of Phase 1 Preconstruction Services (60% Design Development), not with the Technical Proposal. Exhibit S - RFP Price Proposal Form as contained within the RFQ document is correct.

15. **Question:** We wish to revise a previously submitted question: RFQ Paragraph 10.6.2.2 states Respondents “must have experience as Prime or JV Partner on at least one (1) similar aircraft parking hardstand or apron, taxiway or runway project under a Design-Build Contract and at least one (1) similar project under other delivery methods that are in progress or completed in the last 10 years.” Design-Build apron / hardstand type projects are few and far between. Please consider eliminating the requirement that a Respondent have Design Build experience on a similar airport project, and instead allow other Design-Build transportation projects involving concrete paving as qualifying experience for the Hardstand.

Response: The requirement to have experience as a Prime or JV Partner on at least one (1) similar aircraft parking hardstand or apron, taxiway or runway project under a Design-Build Contract is modified to allow for experience on the same type of projects (aircraft parking hardstand or apron, taxiway or runway) under any delivery method. The requirement to have experience on at least one (1) similar project under any delivery method is modified to at least one (1) airport or other project involving concrete paving under a Design Build delivery method. Therefore, Paragraph 10.6.2.2 is revised as follows:

“Must have experience as Prime or JV Partner on at least one (1) similar aircraft parking hardstand or apron, taxiway or runway project under any delivery method and at least one (1) airport or other project involving concrete paving under a Design Build delivery method that are in progress or completed in the last 10 years.”

16. **Question:** RFQ Paragraph 10.7.2.1 requires at least one (1) project performed by our firm and/or team member “that is similar in type, scope, cost and magnitude to the (Hardstand) Project, especially at operating airports within the last ten (10) years”, be a Design Build project. Please consider eliminating the requirement that a Respondent have Design Build experience on a similar project at an active airport, and instead allow other Design-Build transportation projects involving concrete paving as qualifying experience for the Hardstand.

Response: Please refer response provided in Question #15.

17. **Question:** RFQ Section 10.6.2.1 indicates that the minimum required experience is to be Pass/Fail, with information to be entered into Exhibit R and submitted with our SOQ. RFQ Section 10.7.2.1 specifies the minimum required experience in detail and subjects it to point scoring (20 points). Please resolve the conflict between these two sections of the RFQ.

Response: Project information to evaluate the Pass/Fail criteria must be submitted within Exhibit R - Minimum Required Experience. Additional representative projects that convey Respondent's experience with design and construction of projects of similar scope to this Project, must be described in response to Firm Qualifications, RFQ Section 10.7.2 and will be evaluated separately.

18. **Question:** Section 14.4.3 requires shortlisted Respondents to submit their MWBE, MBE and WBE Participation Plans as part of their RFP response. These plans are represented by Exhibits O, P, and Q. Section 17.0 requires these Exhibits be submitted with the SOQ, prior to shortlisting. Please resolve the conflict between these two sections of the RFQ/RFP document.

Response: Please refer response provided in Question #9.

19. **Question:** RFQ Section 7.6 requires safety records be submitted in a separate, sealed envelope, clearly marked "Safety Records". Section 10.5.2 indicates that the safety records get their own tab in a Respondent's SOQ. Section 10.8 identifies only two envelopes to be submitted, Envelope #1 City Required Forms and Envelope #2 the SOQ. Please resolve the conflict between these three sections.

Response: Please refer response provided in Question #4.

20. **Question:** Since Exhibit R is a Form, do they go only in Envelope #1 City Required Forms, do they go only in Envelope #2 the SOQ under tabbed section "Minimum Required Experience", or do they go in both?

Response: They go in Envelope #2 - SOQ submittal in a separate tab.

21. **Question:** Since a significant amount of information is to be provided on the forms of Section 17, please provide them in native electronic format, such as Word and Excel (in lieu of pdfs).

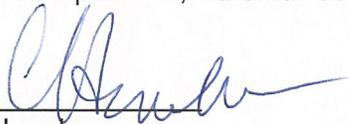
Response: See attached Word version of the forms.

22. **Question:** Please confirm there is no page count limitation for Respondent's SOQs.

Response: Yes, no page count limitation for Respondent's SOQ.

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.



Carolyn Hanahan
Asst. Chief Policy Officer
Strategic Procurement Division

cc: file; RFQ Solicitation No. Q-H27-EAPHDB-2016-032
Attachments: Forms (Word Format) & POP Acknowledgement Form (PDF Format)