



CITY OF HOUSTON
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Strategic Procurement Division

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November 8, 2019

Subject: Letter of Clarification No. 1
Professional Services for ACM, Lead Based Paint & Mold Remediation &
Surveyor and Geotechnical Services for HCD.

Reference: **Request for Qualifications (RFQ)** No.: S60-Q29153

To All Prospective Bidders:

This Letter of Clarification is issued for the following reasons:

- To revise the above referenced solicitation as follows:
 1. In the RFQ solicitation, specifications, and all necessary information should be downloaded from the Internet at <https://purchasing.houstontx.gov>. By registering and downloading this solicitation document, all updates to this solicitation document will be automatically forwarded via e-mail to all registered Bidders.
 2. At the e-bid website, a sample form for Specialty Inspection Services has been **uploaded**.
 3. In the RFQ, page 1, at the header **Replace** solicitation no. as follows: S60-Q291534.
 4. NIGP Codes 925-46 and 926-58 **have been added** to solicitation S60-Q29153.
 5. In the RFQ, Part II, Section 2.5, **Replace** as follows:
 - 2.5 Respondents must be registered with the System for Award Management (SAM) at <https://www.sam.gov/SAM/> and shall provide proof of registration with the **System for Award Management**.
 6. In the RFQ, Part IV, Evaluation Criteria, Section 3.0, **Disregard**, MWBE forms 00470, 00471 and 00472. The forms are not part of this project and are not attached in the solicitation.
 7. In the RFQ, Part VII, Respondent Submission Instructions, section 1.0, **Replace** as follows:
 - 1.0 Number of Copies. Submit **six (6)** hard copies of the Qualifications Submission Packet. In addition, include one (1) hard copy marked as "Original" with a

Council Members: Brenda Stardig Jerry Davis Ellen R. Cohen Dwight A. Boykins Dave Martin Steve Le Greg Travis Karla Cisneros Robert Gallegos
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Controller: Chris Brown

printed, signed and notarized Offer and Submittal form, Exhibit I-A signed in BLUE ink. Respondents shall submit along with the Qualifications Submission Packet, **six (6)** non-password protected electronic thumb drives submitted in a sealed envelope bearing the assigned solicitation number located on the first page of this RFQ solicitation document to:

- To answer the following questions:

1. Question: *"The company is interested in providing qualifications in response to the below RFQ. Are there any details of this RFQ you can provide, or can you direct me to where we may download them so we may begin reviewing them?"*

Answer: *"Refer to page 1 of this document, in the revise referenced solicitation section, item number 1."*

2. Question: *"In regard to the RFQ, the firm is currently a "vendor" of COH projects. Would we need to "RE-QUALIFY" and complete this entire RFQ information again?"*

Answer: *Yes, every company will have to re-qualify and complete the information.*

3. Question: *"Are the surveys that will be needed for DEFINED addresses/projects - or as they come individual project addresses?"*

Answer: *"The surveys are needed for defined addresses."*

4. Question: *"For the Geotechnical work, are there any special requirements needed?"*

Answer: *"The Geotechnical Engineers provide for us what is called a Soils Test. This test involves sending a crew out to a site where a proposed home will be. Once it has been determined where the proposed home will be located on the site, the crew will drill approximately 8'-12' deep to determine how deep bedrock is, or the depth of the most solid soil for a new foundation to sit on. This is especially the case for a foundation on pier and beam. Once 3 samples have been taken, the soil samples will be taken back to the engineer for him to review and produce a report which will then be forwarded to the structural engineer so that he will know how deep his piers need to go for the most solid foundation for a new home to rest on."*

5. Question: *"In Part VI, Respondent Submission Instructions, Section 1.1.1, has a different RFQ number listed than that on the first page. Which is the correct number to use; S07-Q29153 or S60-Q29153?"*

Answer: *"Refer to page 1 of this document, in the revised referenced solicitation section, item number 2."*

6. Question: "A vendor will be disqualified if the three (3) originals copies of the signed contract are not included in the Respondent packet?"

Answer: "No. a vendor will not be disqualified if the three (3) originals copies of the signed contract are not included in the Respondent packet."

7. Question: "In which phase of this solicitation the prices will be analyzed?"

Answer: "Prices will be analyzed or discussed after the oral presentation with the intended Vendor(s)."

8. Question: "Is an Asbestos Protocol going to be required?"

Answer: "Under NESHAP regulations an Asbestos Protocol/Specifications is not required. The work that we are performing does not fall under public access."

When issued, Letter(s) of Clarification shall automatically become a part of the Bid documents and shall supersede any previous specification(s) and/or provision(s) in conflict with the Letter(s) of Clarification. It is the responsibility of the Proposer to ensure that they have obtained any such previous Letter(s) associated with this solicitation. By submitting a response on this Bid, Bidders shall be deemed to have received all Letter(s) of Clarification and to have incorporated them into this Bid.

Should you have any questions or need further clarification regarding this Proposal, please contact Raquel S. Rosa at Raquel.rosa@houstontx.gov, or at 832.393.8798.

Sincerely,


Jerry Adams
Chief Procurement Officer