



CITY OF HOUSTON
FINANCE DEPARTMENT
 Strategic Procurement Division

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May 7, 2021

SUBJECT: Letter of Clarification No. 2
 Construction Code Modernization

REFERENCE: RFP No.: S83-T29687

TO: All Prospective Respondents

This Letter of Clarification is issued for the following reasons:

1. The proposal due date of Thursday, May 13, 2021 has been revised. **The new proposal due date is Thursday, May 20, 2021 @ 4:00pm.**
2. To replace in its entirety, Exhibit A Resource Loaded Staffing Plan with the attached pages marked **“EXHIBIT A – REVISED MAY 7, 2021 Resource Loaded Staffing Plan.”** Revision: Profit Line Item added to Exhibit A Resource Loaded Staffing Plan. Attached as separate file.
3. To provide prospective respondents with a response to received questions:

Scope of Service Questions - S83-T29687		
1	Question	Section 3.3: The Consultant will Begin by Developing a Clear Understanding of the City’s Current Construction Code and amendments. – It is understood that the basis code for development will be the 2015 ICC Codes, once adopted by the City and excludes the previously adopted 2012 ICC codes and all prior codes. Please confirm.
	Response	Correct. Once the new 2015 codes and their amendments are adopted by City Council, they will constitute the “City’s Current Construction Code” subject to the evaluation proposed by this planning study.

Council Members: Amy Peck Tarsha Jackson Abbie Kamin Carolyn Evans-Shabazz Dave Martin Tiffany D. Thomas Greg Travis
 Karla Cisneros Robert Gallegos Edward Pollard Martha Castex-Tatum Mike Knox David W. Robinson
 Michael Kubosh Letitia Plummer Sallie Alcorn

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2	Question	Section 3.5: Please confirm that the current ICC Codes that will form the basis of this review will be the newly adopted 2015 ICC codes as opposed to the 2012 Construction code indicated in the RFP.
	Response	Correct. 3.4 states “The Consultant will review the City’s current building codes and standards,” and 3.5 identifies the city’s current codes and standards as published on the Permitting Center’s website. Once the 2015 Codes and their amendments are adopted by City Council, they will serve as the basis of this review.
3	Question	Section 3.5 .5: Please confirm that it is not the City’s intent that the Proposer review and compare the other drafts of the building code published prior to 2012 and excludes the ICC Family of codes with exception of the IBC, IFC, IECC, and IRC.
	Response	The review and comparison will be based on the “current adopted Houston Construction Code.” The evaluation is comprehensive and will include Building (IBC), Residential (IRC), Fire (IFC), Energy (IECC), ASHRAE 90.1, Mechanical, Existing Building Code (IEBC) , Plumbing, Electrical (NEC), Pool & Spa (IPSC) and the Houston Sign Code, as indicated in the scope; item 3.5. 3.5 identifies the city’s current codes and standards as published on the Permitting Center’s website. Once the 2015 Codes and their amendments are adopted by City Council, they will serve as the basis of this review.
4	Question	Please clarify the codes that will be included in the evaluation. The Project Introduction lists Building, Residential, Fire, Mechanical, Plumbing, and Energy. Section 2.3 lists Building, Residential, Fire, Energy, Mechanical, Plumbing, Electrical, Pool & Spa.
	Response	The review and comparison will be based on the “current adopted Houston Construction Code.” The evaluation is comprehensive and based on the current adopted codes which will include: Building (IBC), Residential (IRC), Fire (IFC), Energy (IECC), ASHRAE 90.1, Mechanical, Plumbing, Electrical (NFPA 70-NEC), Pool & Spa (IPSC), Existing Building Code (IEBC), and Houston Sign Code as indicated in the scope; item 3.5
5	Question	Is the International Existing Building Code (IEBC) to be included in the study?

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	Response	Yes. Chapter 34 of the current <i>Houston Building Code</i> based on the 2012 IBC addresses existing buildings. However, as the city adopts the proposed updated <i>Houston Construction Code</i> which are based on the 2015 model code editions in the coming months, the “current code” to be evaluated will include all the model 2015 codes adopted by Houston. The 2015 model building code no longer include provisions for existing buildings and now references the IEBC. The proposed <i>Houston Construction Code</i> update includes the <i>Houston Amended Existing Building Code</i> based on the 2015 edition of the (IEBC) and will be included as part of the study.
6	Question	What is the City of Houston’s policy regarding in person meetings now and into the future related to COVID?
	Response	The City of Houston is beginning a phased in approach to bringing back employees, with all employees returning to the workplace on or before June 1, 2021. We continue to work remotely with a number of consultants and have begun in-person meetings again. All staff and guests are still required to submit to temperature checks prior to entering any city facility. Consultant meeting criteria will be discussed at negotiation with selected vendor.
7	Question	What is the final deliverable expected from the code development process and the expectation of the successful party? “camera ready”, digital format, read-only webpages, etc.
	Response	Each scope section/heading (bolded) has a specific deliverable: examples include 3.1 A Project Management Plan. 3.4 Current Code Review. 3.7 Participation Strategy. 3.10 Issue Papers 3.12 Training programs. 3.14 standardized review process.
8	Question	Please clarify in Sections 3.8 and 3.9 whether the city-approved participation plan which includes a detailed strategy and timeline is also to include a detailed budget that would be implemented from the contract budget as proposed.
	Response	All expenses expected to be incurred should be included in the contract budget.
9	Question	Please clarify in Section 3.12 whether the training program on the new City Construction Code includes implementing or delivering the training program vs. just developing it.
	Response	The Consultant is responsible for developing a training program. Training is performed by City staff.

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10	Question	Will the City consider a ten-day extension to the proposal due date?
	Response	Yes. The new proposal deadline will be extended to Thursday, May 20, 2021.
11	Question	Under Part IV 1.1 Number of Copies it states to “Submit one (1) printed original in blue ink”. The question is does the City want the font color to be blue ink for the entire RFP submittal or just blue ink for the wet signature.
	Response	Blue ink is required for the wet signatures only.

END OF LETTER OF CLARIFICATION NO. 2

When issued, Letter(s) of Clarification shall automatically become a part of the solicitation documents and shall supersede any previous specification(s) and/or provision(s) in conflict with the Letter(s) of Clarification. All revisions, responses, and answers incorporated into the Letter(s) of Clarification are collaboratively from both the Strategic Procurement Division and the applicable City Department(s). It is the responsibility of the respondent to ensure that it has obtained all such letter(s). By submitting a proposal on this project, respondents shall be deemed to have received all Letter(s) of Clarification and to have incorporated them into their proposals.

If you have any questions or if further clarification is needed regarding this solicitation, please contact Barbara Fisher at barbara.fisher@houstontx.gov or 832-393-8722.

Sincerely,



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DocuSigned by:
Jerry Adams
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Jerry Adams
Chief Procurement Officer

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