

ADDENDUM 2

DATE: June 19, 2018
PROJECT: Asbestos Management Services
ITB NO: 744-R1820 Asbestos Management Services
OWNER: The University of Texas Health Science Center at Houston
TO: Prospective Proposers

This Addendum forms part of and modifies Proposal Documents dated, May 25, 2018, with amendments and additions noted below.

1. Questions & Answers

QUESTION 1:

Item 5.3.9 (Page 11) requests both the management cost and the contractor cost. How do we provide the contractor cost if the abatement contractor was a third party and billed to the owner?

ANSWER 1:

This may refer to any contractors that you hire to complete your part of the job.

QUESTION 2:

In Item 5.3.9 (Page 11), in the second to last sentence, contact information is requested for the owner's contact person, project manager, and the last sentence again asks for a contact person. Can the contact person for the client all be the same person, or must we provide three separate people?

ANSWER 2:

Can be the same person.

QUESTION 3:

Should the proposal sections be in the order listed in Item 3.5 Submittal Checklist (page 9) or in the same section order of the RFP?

ANSWER 3:

As long as they are labeled, you may use your own order.

QUESTION 4:

How will prices be evaluated and assigned within the 30% for Pricing? For example, will all line items be added for a total and the lowest evaluation receives 30 points and second lowest receives 29 points, etc., or will certain items be weighted more, or will there be ranges such as within 5% of the lowest price receives 30 points?

ANSWER 4:

Our evaluation process is a weighted score matrix; each question receives a factored value by the evaluator between 0 and 5; and that is added together with other questions factored values and then divided by total questions and multiplied by the weight indicated in the RFP.

QUESTION 5:

Regarding Item 2.5.4 (page 7), is my understanding correct in that both original paper copies of the HSP go in one envelope, and this envelope is sent in the same box with the proposal materials?

ANSWER 5:

No, please put your HSP in a separate envelope or container. They may be delivered at the same time but the HSP envelope should be able to be given to the HUB Manager without opening your box with your bid responses.

QUESTION 6:

Regarding Item 5.3.11 (page 11), does University request a specific type of report, such as a survey and/or closeout report?

ANSWER 6:

Would prefer a close-out report.

QUESTION 7:

Regarding Item 5.3.11 (page 11), may we redact private client information from the report?

ANSWER 7:

Yes

QUESTION 8:

Does University want two people on site or may the Asbestos Project Manager and Air Monitoring Technician be the same person?

ANSWER 8:

It may be the same person as long as they are trained and licensed in both jobs.

QUESTION 9:

Within Item 5.4.2 (page 12), University requests resumes and licenses for Contractors within the submittal, but within Item 5.4.1, the RFP states the University will appoint an Asbestos Contractor. Is Item 5.4.2 meaning key personnel of the Asbestos Management Company team?

ANSWER 9:

Yes, please provide the resumes and licenses for your company's personnel who would possibly work on this contract.

QUESTION 10:

Within Item 5.4.2 (page 12), under Asbestos Consultant, General, Item B, the RFP states “licensed inspectors perform the initial asbestos and determine...” Will you please clarify if this is meaning, “perform the initial asbestos [inspection]”?

ANSWER 10:

UTHealth may request a survey of a location to determine the presence of ACM.

QUESTION 11:

Within Appendix One, Item 1.2 (page 21), the RFP states the “Addenda Checklist must be received by University prior to the Submittal Deadline and should accompany the Proposer’s proposal,” but Item 1.9.5 (page 22) only states it should be returned “as part of its proposal.” Can you please clarify how the Addenda Checklist must be sent?

ANSWER 11:

Section 1.9.5 should be used; we only need it with your bid submittal.

QUESTION 12:

Regarding Appendix One, Item 1.9.3 (page 22), the RFP states to describe the “method by which the fees are calculated” and to “describe each significant phase in the process of providing Work to University and the time period...” Where in the Pricing and Delivery Schedule should these descriptions be included? And, since we do not know project size and specifications, how would University prefer us to estimate the time period?

ANSWER 12:

The answers should be in Appendix One response; do not alter the Pricing and Delivery Schedule.

QUESTION 13:

Appendix One, Item 3.2.4 (page 28) requests “samples of reports and documents if appropriate”, is this in addition to the sample report requested in Item 5.3.11 (page 11)?

ANSWER 13:

One report can be provided to satisfy both requests.

QUESTION 14:

Regarding Appendix One, Item 3.1.7 (page 27), are these the same or additional references as included in Item 5.3.9 (page 11)?

ANSWER 14:

The examples requested in 3.1.7 can be from the same references listed for 5.3.9.

QUESTION 15:

Appendix One, Item 3.1.1 (page 27) requests “Annual Revenue Totals,” is this requesting an average or a list of revenue totals, such as for the past five years?

ANSWER 15:

Yes.

END OF ADDENDUM 2