



Solicitation Amendment No. 3

| | | | |
|--|--|---------------------|--|
| To: Prospective Bidder/Offeror: | | Date: | |
| Prospective Bidders | | May 15,2020 | |
| Project Title: | | Project No.: | |
| Culinary Arts Interior Shell Build Out | | IFB 20-22 | |
| <p>Description of Solicitation Amendment: Invitation for Bid (Project No. IFB 20-22) are hereby amended as set forth below:</p> <p>1) Questions and answers are released and are attached below</p> <p>Please visit our website at https://www.hccs.edu/about-hcc/procurement/</p> <p>Except as provided herein, all terms and conditions of the solicitation remain unchanged and in full force and effect.</p> | | | |
| Acknowledgement of Amendment No. by: | | Date: | |
| | | | |
| Company Name (Bidder/Offerer): | | | |
| | | | |
| Signed by: | | | |
| | | | |
| Name (Type or Print): | | Title: | |
| | | | |

INVITATION FOR BID
PROJECT NO. IFB 20-22
CULINARY ARTS INTERIOR SHELL BUILD OUT
QUESTIONS AND ANSWERS No. 1

Date: May 15, 2020

To: Prospective Bidders

From: Procurement Operations Department, Houston Community College

Subject: Questions and Answers Responses

Q1. We understand that this project is intended to be awarded under a cooperative JOC contract. Only contractors currently under a JOC contract can bid this project, please confirm?

Response: No. This is an open market solicitation all qualified bidders may provide a response.

Q2. We understand a Bid Bond is not required in this solicitation, please confirm?

Response: Correct, no bid bond required.

Q3. Construction Project Division 1 specifications contain a substantial amount of requirements (such as personnel, meetings, reporting, construction schedules, updating, and invoicing) that are not typical of JOC-type contracts or such a small size project. This will add a significant amount of expense/cost that could be saved if typical JOC requirements are implemented, as per the cooperative contract. These substantial requirements are typical of street bids. Please confirm that all these requirements are required under this project?

Response: This is an open market solicitation. It is not a typical Job Order Contract. Division 1 Specifications apply.

Q4. Section 4, Instructions to Bidders, Item 4 beginning on page 18 of 54. The Proposer's Response instructions include requirements that are typical of "best value" solicitations, such as past performance, related experience, proposed approach & methodology, etc.

a. Is this solicitation a "best value" solicitation?

Response: No. Refer to Amendment No. 2.

b. If it is a best value solicitation, please indicate the allocated points for each section.

Response: This is not a "best value" solicitation, there are no weighted factor points.

c. If it is not best value, please clarify HCC's intent in utilizing such a large volume of information and how this will play a role in selecting the winning bid.

Response: Refer to Amendment No. 2.

d. Will a combination of price and qualifications be the deciding factor in selecting the successful bidder? If yes, please explain the objective way of doing so?

Response: Yes, the bidder will respond in writing its required qualifications as stated on Page 15 of 54, Section 3 – Bid Evaluation, Subsection 2, Eligibility of Award. The award

will be determined on the most responsive low bidder meeting the required qualifications.

- Q5. Will an RFI be accepted after the last engineer's addendum has issued and questions arise from that addendum?

Response: The College reviews and considers any information provided during the solicitation process and may consider providing additional information as needed.

- Q6. Tab 8, item iii asks about internship opportunities. Please provide a point of contact within HCC that we can coordinate with to provide internship opportunities on this project.

Response: Information regarding the internship program, please contact Mr. James Mable, Director of Career and Job Placement Services at 713-718-6485.

- Q7. Page 19 of 54, item e., i directs bidders to submit "Exhibit 1 – Functionality Response Document." However, Exhibit 1 in the IFB on page 38 is "OWNERSHIP INTEREST DISCLOSURE LIST." Please send, point to or provide further guidance on the Functionality Response Document.

Response: Refer to Amendment No. 2.

- Q8. Further to a question submitted earlier, the amount of information requested in this IFB would seem to be more appropriate to a stand-alone, "street bid," and would not apply to contractors previously qualified through the cooperative bidding process. Did, perhaps, the wrong solicitation format get tagged to this project instead of one more similar to the Central Garage repair recently solicited by HCCS?

Response: Refer to Amendment No. 2.

- Q9. With the number of outstanding issues, questions and missing forms, we request an extension to two weeks AFTER the issuance of answers to all questions submitted by May 13.

Response: Time is of the essence. It is anticipated that this project will be presented at the June Board of Trustees Meeting.

- Q10. Tab 6 requires a robust response and narrative on Small Business Practices. This is a medium-sized, relatively short-term project to which this kind of response is not appropriate. This reads as if it were for a 5-year JOC contract. We request that the requirement of Tab 6 be deleted and replaced with the Forms and requirement of the similarly sized recent HCC Central Garage project.

Response: Please refer to Page 24 of 54, Item No. 14, Small Business Development Program. IFB 20-22 does not include points for SBE participation. However, responders are required to make Good Faith Efforts.

- Q11. Tab 8 requires a similarly-sized robust response on Business Relationship Strength. While we believe that Contractor / Client relationships are important, we again point out that this is a short-term, single project and not a multi-year JOC contract. If a contractor does not already have a relationship with HCC, there won't be time to develop one by the time this project is over. The last sentence of Page 20 of 54 j., ii illustrates this apparent misconception when it says, "guide the HCC-Contractor relationship for the duration of the contract." By the time any measurable metrics can be assembled, the project will be over.

Response: Refer to Amendment No. 2.

Q12. Again on page 21 of 54, Tab 8, item j., iii discusses for Student Internship. While an important discussion for a long-term, multi-year contract, as in a JOC contract, this is not applicable in this single short-term project. By the time interns are identified, placed and trained, the project will be over. We respectfully request that Tab 8 be deleted for this single project.

Response: Refer to Amendment No. 2.

Q13. Tab 4, item g., item vi on page 20 of 54 requires letters of recommendation from former clients. During this time of reacting to the COVID-19 pandemic, most public entities are working from home and it will be virtually impossible to obtain letters from staff who are sheltering in place and working from home. Listing references is certainly valid, but we request this requirement for recommendation letters be deleted.

Response: Refer to Amendment No. 2.

Q14. Taken together, these concerns all point to our previous question regarding the overall structure and requirements of this solicitation, including other sections not listed here. It appears that Section 4 – Instructions to Bidders may have been developed outside of HCC because it is not consistent with HCC’s approach in other single-project solicitations, such as the very recent HCC Central Garage Repairs. We respectfully request that HCC reissue the Culinary Kitchen solicitation in a format similar to the Central Garage Repairs one. It is more structured for a single project than the long-term contract narratives required for the Culinary Kitchen one.

Response: Refer to Amendment No. 2.

When issued, “Questions & Answers” shall automatically become a part of the solicitation documents and shall supersede any previous specification(s) and/or provision(s) in conflict with the Questions & Answers. All revisions, responses, and answers incorporated into the Questions & Answers are collaboratively from both the Procurement Operations and the applicable HCC Department(s). It is the responsibility of the bidder/respondent to ensure that it has obtained all such letter(s). By submitting a bid on this project, bidders/respondents shall be deemed to have received all Questions & Answers and to have incorporated them into this solicitation and resulting proposal response.

Furthermore, it is the responsibility of each Contractor to obtain any previous Questions & Answers associated with this solicitation

Balance of this page intentionally left blank