

Solicitation Amendment No. 001

To: Prospective Bidder/Offeror:	Date:
Prospective Respondent	February 26, 2019
Project Title:	Project No.:
Facilities Dept. Project Management Services	RFQ 19-42
<p>Description of Solicitation Amendment:</p> <p>The Request for Qualifications (Project RFQ No. 19-42) is hereby amended as set forth below:</p> <p style="text-align: center;">REQUEST FOR QUALIFICATIONS</p> <p style="text-align: center;">PROJECT NO. RFQ 19-42</p> <p style="text-align: center;">FACILITIES DEPT. PROJECT MANAGEMENT SERVICES</p> <p style="text-align: center;"><u>QUESTIONS AND ANSWERS No. 001</u></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>	
	Date:
<p>Company Name (Bidder/Offerer):</p>	
<p>Signed by:</p>	
Name (Type or Print):	Title:

REQUEST FOR PROPOSAL

PROJECT NO. RFQ 19-42

FACILITIES DEPT. PROJECT MANAGEMENT SERVICES

QUESTIONS AND ANSWERS No. 001

Date: February 26, 2019

To: Prospective Respondents

From: Procurement Operations Department, Houston Community College

Subject: Questions and Answers Responses

Q1. Is something missing from the RFQ regarding staffing and positions? I do not see anything other than Project Management and Administration mentioned. Nothing related to Program Management or Financial/Controls as mentioned in the pre-submittal meeting.

Response: HCC is seeking a project management firm to provide oversight and leadership for a wide variety of Capital Improvement projects in many shapes and sizes. Minimum staffing for the contract duration is estimated to be a Sr. Project Manager/ Program Manager, one seasoned Project Manager, and a Project Controls person. Additional Project Managers will be engaged as required.

Q2. It was mentioned, Oral Presentations in case of a tie. Does that mean the Oral Presentation will be part of the final scoring? Sounds like a pre-shortlist. Please elaborate on the evaluation/selection process.

Response: As noted in Section 1.3 Anticipated Project Schedule, it is the intent of HCC to conduct oral presentations the week of March 18, 2019 with the shortlisted firms following initial evaluations.

The evaluation of all proposals shall be in accordance with RFQ 19-42, see Section 2 Evaluation of Qualifications, which includes the Evaluation Criteria and Available Points.

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