

QUESTIONS AND ANSWERS
PROJECT NO. 10-03
PROJECT TITLE: CONSTRUCTION MANAGER-AT-RISK SERVICES

Date: October 5, 2009

To: All Prospective Proposers

From: Houston Community College, Procurement Operations

Subject: Informational Letter # 1 – Request for Proposals (RFP) for Construction Manager-At-Risk Services. HCC Project No. 10-03.

The following written questions regarding the above referenced RFP were received in Procurement Operations prior to the deadline for submission of questions:

Question No. 1 – Can you provide a performance schedule on selecting a Project Team & General conditions?

HCC Answer: This is the responsibility of each Proposer/General Contractor.

Question No. 2- The technical proposal requires us to complete a firm profile No.AIA B431 document. Since this project is a CM at risk, should we submit the AIA A305 Contractor's Qualification Statement in its place?

HCC Answer: Yes. Submit AIA Document A305 in place of AIA Document B431.

Question No. 3- When will construction start for the Alief Early High School & Parking Garage addition?

HCC Answer: We estimate a start time of February 2010 or sooner.

Question No. 4- Page 5, No.4 of the RFP for Project # 10-03, it states that we are to complete AIA documents B431 as it relates to our firm. This would not apply to use as we are a General Contractor. Is it possible that should complete AIA Documents A305 in lieu of B431 or B305?

HCC Answer: See answer to Question No.2.

Question No. 5- What would happen if this project is not ready by August 2010 due to unforeseen problems?

HCC Answer: The fixed performance schedule will be established during contract negotiations. Unforeseen issues may be addressed at that time.

Question No. 6- Can you provide the award date, start date and completion date of this project?

HCC Answer: Not at this time. See answer to Question #3 and Question #5.

Question No.7-Can you provide the Architect name and telephone number for this project?

HCC Answer: The firm is named Auto arch Architects, LLC
Telephone number-713-952-3366, Ext. 11, Contact-Lima & Michael Abound.

Question No. 8-Is a copy of the PowerPoint presented by the vendor available?

HCC Answer: No.

Question No. 9- Can we get a list of what will be defined as General Conditions in this RFP?

HCC Answer: Generally, A201™/CMA-1992, General Conditions of the Contract for Construction, Construction Manager-Adviser Edition contains such information. Ultimately, this is the responsibility of the GC.

Question No. 10-Reference page 28 of the RFP, Attachment 15, Conflict of Interest Questionnaire; are we to include this form with our submittal?

HCC Answer: Yes (sign and return this form with your submittal)

Question No. 11- Clarify how HCC would like the RFQ response arranged for Section A and Technical Proposal # 6 Evaluation Criteria. Should these be in two (2) sections? Should the evaluation be included within numbers 1-13 of the technical proposal section?

HCC Answer: Follow the instructions in Paragraph 4, Preparation of Proposal and Submission Page Nos. 4 & 5 (1-13) in the solicitation document. You may address any area of the evaluation criteria in your response to this solicitation. A single section document is preferred. Please note that Items 1-13 are the minimum information that the technical proposal should contain.

Question No.12- At this point this project is only a “fee based” proposal and General Contractors are not at this time seeking solicitations from small business participants thus are the following Attachments relevant to the submission of proposals?

- Attachment No. 4 – Determination of Good Faith Effort
- Attachment No. 5 – Small Business Unavailability Certificate
- Attachment No. 6 – Small Business Development Questionnaire
- Contractor & First Tier Subcontractor/Supplier Participation

HCC Answer: Complete if applicable. Each firm is expected to demonstrate its **commitment** to meeting the small business participation goal of 25% for the project if selected for award of the contract. The forms will become relevant during contract negotiations. Please note that “Small Business Commitment” is an evaluation factor for this procurement.

Question No 13- Page 17 of RFP is the Small Business Unavailability Certificate. Since we are not requesting proposals for this project from subcontractors and suppliers, is this form necessary to be filled out?

HCC Answer: See answer to Question #12.

Question No.14- Page 18 of the RFP is the Small Business Development Questionnaire, should we follow the directions on this form or should Attachments #6 and #7 be completed and included in the RFP?

HCC Answer: See answer to Question #12.

Question No.15- Are there meeting notes that will be distributed from the pre-submittal meeting, how do I obtain them?

HCC Answer: No.

Question No.16- Regarding small Business Participation (Forms 4,5,6,7 and 8). These forms must be completed and returned as part of the RFP response.

HCC Answer: See answer to Question #12.

Question No.17- Since this is a CMAR project and we do yet have anything for the small business to submit at this time. Is attachment No.5 required or do we fill out as “Not Applicable” at this time?

HCC Answer: See answer to Question #12.

Question No.18- On page 3 of the RFP under the “Instruction to proposers” at item #2, proposal submittal, it does not indicate if Attachment 6 is to be submitted. Do we submit Attachment A or not? If required, will this form be required; will this form be required under a separate envelope or as part of the main package?

HCC Answer: See answer to Question #12.

Questions No. 19- Since this is a CMAR project and we not have anything for the Small Business to submit at this time is Attachment 7 required or do we fill out as “Not Applicable” at this time?

HCC Answer: See answer to Question #12.

Question No.20- When do you anticipate the award date, start date and the completion date of this project?

HCC Answer: See answer to Question No. 6.

Question No. 21- The technical proposal requires us to complete a firm profile form AIA B431 document, this particular document is the Architect’s Qualification Statement. Since this project is a CM at Risk, should we submit the AIA A305 contractor’s qualification statement in its place?

HCC Answer: Yes. See answer to Question No. 2

Question No. 22- Do we need a preliminary information sheet on vendors prior to the proposal submittal on 10-6-09?

HCC Answer: No.

Question No. 23- Attachments 6, 13 and 15 are part of this package but not listed on page 3, Item No.2 as part of the package to submit. Do you want us to turn in this information?

HCC Answer: Yes (Attachments 13 & 15). Also, see answer to Question #12.

HCC Answer: Yes

Question No. 24 - Is the Pre-bid conference attendee list available?

HCC Answer: Yes. The list is posted on the HCC website.

Question No. 25 -Where is the bidder list registration online link?

HCC Answer: www.hccs.edu, Business-Community, Procurement-Operations, Quick Links