



CITY OF SEGUIN
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October 7, 2015

ADDENDUM NO. 1

RFQ #TF-2015-44

TOR DRIVE RECONSTRUCTION & IMPROVEMENT PROJECT

This addendum modifies, supplements, and is hereby made a part of the bid document referenced above.

Questions received from potential respondents followed by the City's response:

Q1. What is the estimated construction budget for this project?

A1. Information regarding funding for this project is available on the Roadway Project List through the Alamo Area Metropolitan Planning Organization.

See <http://alamoareampo.org/Plans/TIP/index.html>

Q2. Is there a list of interested vendors or plan holders for this project?

A2. We are soliciting Statements of Qualifications from engineering firms to design this project. There are no plans for the project at this time.

Q3. What environmental/cultural resource services do you anticipate will need clearance prior to letting?

A3. Those required routinely by TxDOT.

Q4. Is there a page limit for the RFQ response?

A4. While there is no page limit established for your response, see Item 2.1 on page 3 for general guidance.

Q5. Is there a Disadvantaged Business Enterprise (DBE) goal or requirement for this RFQ?

A5. The DBE goal or requirement as established by TxDOT is incorporated into this project. The City has no additional or separate DBE requirement.

- Q6. Please clarify the meaning of Section 4.2 “Staff Qualifications” regarding documenting charges and number of hours to be committed. Specific rates are not allowed by state law. Will assumed number of hours per week suffice?
- A6. Charges should not be documented in the RFQ response. The assumed number of hours per week will suffice. Please revise the last sentence of the first paragraph in Section 4.2 as follows:

Key personnel will need to meet the following qualifications, ~~document their charges relative to this project,~~ and the number of hours to be committed.

- Q7. Is the Request for Proposal Signature Cover Page a one-page cover letter signed by the firm’s primary or are you referring to the Proposal Data Sheet that has no place for a signature on the form?
- A7. The Request for Proposal Signature Cover Page is a letter signed by the firm’s primary and separate from the Proposer Data Sheet. See Section 2.4 on page 3:

1. Request for Proposal Signature Cover Page
2. Introduction
3. Response to General Proposal Requirements
4. Organizational Qualifications
5. Staff Qualifications
6. Project Schedule
7. Technical Specifications
8. Proposer Data Sheet (ATTACHMENT A)
9. Reference Data Sheet (ATTACHMENT B)

- Q8. Several questions received about the sequence of information to be included in the response, the numbering of items in section 2.4. (see A7 above), and corresponding sections throughout the RFQ.
- A8. The numbering in Section 2.4 is the sequence of information and tab labels to use in the response. The numbers 1 through 9 do not correspond numerically with other sections in the solicitation.

Revise Section 2.4 list to delete #3. “General Proposal Requirements” are the same as Organizational Qualifications, Staff Qualifications and Project Schedule as indicated in Section 4 on pages 5 & 6.

1. Request for Proposal Signature Cover Page
2. Introduction
- ~~3. Response to General Proposal Requirements~~
4. Organizational Qualifications
5. Staff Qualifications
6. Project Schedule
7. Technical Specifications
8. Proposer Data Sheet (ATTACHMENT A)
9. Reference Data Sheet (ATTACHMENT B)

Q9. Questions received related to Question 8 above, regarding Section 11 “Required Forms” on page 8.

A9. Section 11 on page 8 should be revised to read:

The following forms must be completed and submitted with the proposal.

Place in your Response according to Section 2.4

- *Submission letter signed by authorized member of the organization*
- *Proposer Data Sheet (Attachment A)*
- *Reference Data Sheet (Attachment B) 3 references required*

Q10. Several questions received about what information should be included in the “Technical Specification” response.

A10. Include and discuss issues and requirements listed in Section 5 Technical Specifications on pages 6 & 7.

Q11. What is the difference between the Understanding of the Project requested under Section 4.1, page 5 and the Technical Specifications requested under Section 2.4, page 3?

A11. Technical Specifications are defined in Section 5 on pages 6 & 7.

Q12. Can you please confirm that the expected timeframe for this project is 6 months.

A12. See Section 1.8 on page 2. The contract term is approximately 6 months with possible extensions as indicated.

Q13. Is the City requesting an approach be submitted with this proposal?

A13. Yes. See Section 3.2, Evaluation Criteria.

Q14. Does the proposer need to structure the submittal based on the nine points listed in Section 2.4 or based on the Evaluation Criteria listed in Section 3.2

A14. Section 2.4 points as revised by Question 8 above.

Q15. Are Exhibits A-E shown on pages 12-22 of the RFQ, to be signed and returned with the response?

A15. No. These forms will be required only from the selected firm.

Q16. Does the response need to include copies of Certificates of Insurance?

A16. No. Certificate(s) will be required only from the selected firm.

Q17. Is this project just widening the road or total reconstruction?

A17. The project includes reconstruction of existing pavement, widening the roadway and adding a continuous left turn lane, bike lanes and sidewalk utilizing the city’s existing right-of-way.

Q18. Will traffic lights be added at SH123 and at SH123 Bypass?

A18. The issue is currently under TxDOT evaluation.

Q19. Will the consultant be preparing a schematic design?

- A19. Yes.
- Q20. Explain #2 under Technical Specifications section on page 6. Why is the consultant required to travel to the TxDOT district offices to meet with maintenance personnel?
- A20. Meetings will be required as mandated by TxDOT.
- Q21. During construction, what level of service is expected of the consultant? Will daily inspection be required?
- A21. Periodic site visits as required; see 5.2 and 5.3 on page 6.
- Q22. Are there any utilities within the right-of-way that will need to be replaced? Are there any proposed utilities with the project that need to be added?
- A22. Not to the City's knowledge at this time.
- Q23. Has the environmental work already been completed for this project.
- A23. No.
- Q24. What is the width (ft.) of the existing Right-of-Way?
- A24. Approximately 100'.
- Q25. Are Right-of-Way maps available and how do we obtain them?
- A25. See attached ROW maps.
- Q26. Is there any available traffic data for the project?
- A26. See attached traffic counts from Seguin Economic Development Corporation.

****END OF ADDENDUM NO. 1****

Twila Wood
Purchasing Manager
City of Seguin





