

THE COUNTY OF GALVESTON

RUFUS G. CROWDER, CPPO, CPPB
PURCHASING AGENT

GWEN MCLAREN, CPPB
ASST. PURCHASING AGENT

COUNTY COURTHOUSE
722 Moody (21st Street)
Fifth (5th) Floor
GALVESTON, TEXAS 77550
(409) 770-5371

September 6, 2017

RE: ADDENDUM #1
RFP #B172031, Debris Management Services

To All Prospective Proposers,

The following information is being provided to aid in preparation of your bid submittal(s):

Question #1: *The advertisement for the RFP (the page directly behind the cover page) states that no bond is required with this RFP. P. 13 of the General Provisions states that we need a bid bond in 5% of the total contract price unless otherwise stated in the Special Provisions. P. 1 of the Special Provisions states that 5% bid bond is required.*
Is a 5% bid bond required with the proposal submittal?

Response: Yes.

Question #2: *Will the County provide a pricing schedule via excel spreadsheet?*

Response: No.

Question #3: *P. 8 of the General Provisions states that we must sign and return three original contracts with the proposal submittal if applicable.*
a. I do not see a sample contract with the RFP documents. Please confirm that this stipulation is not applicable to this RFP.

Response: Please disregard this request. Instead, the County requests a standard contract from the proposer for County Legal to review for expedience sake if you are the chosen contractor

Question #4: *P. 20 of the Special Provisions states that we have a 25 page limit not counting the table of contents and résumés.*
a. It states that we can print double sided.
i. If we print double sided are we allowed 25 physical pages for a total of 50 numbered pages or are we allowed 25 numbered pages for a total of 13 physical pages?

It is the intent of the Evaluation Committee to review concise information for expediency sake as we will most likely be awarding a contract the day after the proposal closing date. 25 pages for a total of 50 numbered pages will be allowed, however, please provide only what is needed to satisfy the request.

- b. *Do the following required documents count towards the page limit: organizational chart, Signing Authority, Letter from Surety, Letter from Bonding Company, Letter from Bank, litigation, copy of our registration with the State of Texas, copies of our contractor's licenses in our headquartered office as well as additional offices, 10 years of past performance, litigation, Balance Sheet and Statement of Profit and loss for the past 2 years, Duns and Bradstreet report, required forms, and any addenda issued?*

No.

- c. *Can any required documents that do not fit into the 25 page limit be put in an appendix that is not counted towards the page limit?*

Response: Yes.

Question #5: *Is the Pricing Proposal to be submitted as 1 unbound original and 3 copies (in binders)?*

Response: That would suffice.

Question #6: *P. 25 of the Special Provisions states that additional pricing for other services shall be listed on separate sheets of paper marked as such and indicated with the original submittal.*

- a. *Is this to be included with our Original Technical Proposal or with our Original Pricing Proposal?*

Response: With the original pricing proposal...

Question #7: *The proposal format is listed as such:*

Tab 1 Executive Summary

Tab 2 Qualifications and Experience

Tab 3 References

Tab 4 Qualifications of Staff

Tab 5 Project Approach & Management – Operations Plan

Tab 6 Financial Capacity

Tab 7 Certifications

Tab 8 Forms

The Evaluation criteria does not match the format above and asks for things that are not listed in the tabs above.

Are we to set up the proposal by the above tabs and just ensure that the additions in the Evaluation Criteria are within a tab?

Response: Please arrange the proposal response by the above listed tabs and include any other requested information within the designated tabs.

Question #8: *The W-9 and the Request for Person-Entity Identification Data are in the RFP but are not listed as forms that are required to be filled out and returned with the proposal submittal. Are they to be submitted with the proposal?*

Response: Yes.

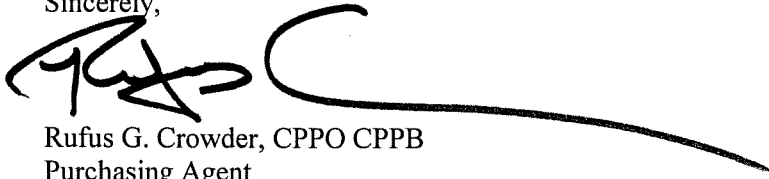
As a reminder, all questions regarding this bid must be submitted in writing to:

Rufus G. Crowder, CPPO CPPB
Galveston County Purchasing Agent
722 Moody, Fifth (5th) Floor
Galveston, Texas 77550
E-mail: rufus.crowder@co.galveston.tx.us

If you have any further questions regarding this bid, please address them to Rufus Crowder, CPPO CPPB, Purchasing Agent, via e-mail at rufus.crowder@co.galveston.tx.us, or contact the Purchasing Department at (409) 770-5371.

Please excuse us for any inconvenience that this may have caused.

Sincerely,

A handwritten signature in black ink, appearing to be 'Rufus G. Crowder', with a long horizontal flourish extending to the right.

Rufus G. Crowder, CPPO CPPB
Purchasing Agent
Galveston County



THE COUNTY OF GALVESTON

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September 8, 2017

RE: ADDENDUM #2
RFP #B172031, Debris Management Services

To All Prospective Proposers:

The following information is being provided to aid in preparation of your proposal submittal(s):

Question #1: *Are the services required under AA Technical Disaster Recovery Assistance focused on debris management tasks only (e.g. Public Assistance Category A), or are these tasks inclusive of advisory and programmatic support for other emergency and permanent work (Categories B through G)?*

Response: The section titled **AA Technical Disaster Recovery Assistance** should be disregarded in its entirety. These services may be acquired under a separate solicitation effort.

Question #2: *If the services required under AA Technical Disaster Recovery Assistance include Categories B through G, how will the County account for the costs associated with these services? The County states on Page 15 of the special provisions that "All costs associated with this service are included in the costs listed in the price schedule. There will be no other cost for this service" meaning that hours spent developing permanent work PWs will need to be included in costs associated with debris removal for a level of effort which is difficult if not impossible to estimate. Will the County accept hourly rates for these services given that Public Assistance Program Support may be acquired separately?*

- We are concerned that without explicit reference in the RFP to the hourly rates required to perform the AA Technical Disaster Recovery Assistance, the RFP may violate federal regulations requiring full, open, and fair competition (as not all scopes that can be performed under the RFP are competed).*
- In addition, there may be additional subsequent challenges to federal reimbursement as Federal Acquisition rules and regulations indicate that applicants must ensure work is "cost reasonable" without sourcing the other rates/positions you may later want to fill. This could impair Galveston's ability to claim non-debris related rates and costs associated with this RFP at the time of Federal reimbursement*

Response: The response to Question #1 applies.

Question #3 *The scope of the solicitation and title is focused on debris removal and management, yet Technical Disaster Recovery Assistance focused on the FEMA PA Program is included in the scope. Was there a specific reason why the County chose to include this scope under the debris removal and management scope of services? Will the County consider isolating this scope of services to technical advisory support for Category A operations only and procure vendor support for Category B through G project worksheets separately?*

Response: The response to Question #1 applies.

Question #4: *If the County intends to secure Public Assistance Program Support under this contract, how will the County consider vendors qualified to provide these services given the evaluation criteria focuses on debris removal and management qualifications?*

Response: The response to Question #1 applies.

Question #5 *Will the County consider proposals from vendors only on scope of work AA Technical Disaster Recovery Assistance with a schedule of hourly labor costs?*

Response: The response to Question #1 applies.

Question #6: *On Page 9 of the special provisions, the County states its intent to “contract with any and/or all qualified proposers responding to this solicitation that meet or exceed the mandatory requirements of the “eligible work,” “work eligible under FEMA Public Assistance regulations.” Does this indicate the County intends to make multiple awards?*

Response: The County Commissioners’ Court reserves the right to award multiple contracts as a result of this solicitation effort.

Question #7: *Will this contract be used to support Public Assistance Program Management for Galveston County as a result of Harvey?*

Response: The response to Question #1 applies.

As a reminder, all questions regarding this bid must be submitted in writing to:

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If you have any further questions regarding this bid, please address them to Rufus Crowder, CPPO CPPB, Purchasing Agent, via e-mail at rufus.crowder@co.galveston.tx.us, or contact the Purchasing Department at (409) 770-5371.

Please excuse us for any inconvenience that this may have caused.

Sincerely,

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Rufus G. Crowder, CPPO CPPB
Purchasing Agent
Galveston County