



**DALLAS COUNTY
PURCHASING DEPARTMENT**

Founders Square
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CHARLES PRICE
Interim Purchasing Director

June 28, 2018

GENERAL INFORMATION NO. 1

SOLICITATION # 2018-043-6736

**REQUEST FOR QUALIFICATIONS FOR
INDEFINITE DELIVERY//INDEFINITE QUANTITY
ARCHITECTURAL/ENGINEERING SERVICES**

**THIS DOCUMENT IS BEING PROVIDED FOR GENERAL INFORMATION
PURPOSES ONLY (THIS IS NOT AN ADDENDUM)**

The Dallas County Purchasing Department has received and hereby provides for general information purposes only the following questions and the County's responses. (Note: Due to time constraints, Dallas County will not be responsible for ensuring confirmation vendor receipt of this and/or any further acceptance of and/or responses to future questions prior to the solicitation opening date.)

Question 1. Section XIV Insurance: The RFQ's insurance minimums are not typical for Roof Consulting/Engineering Service projects. Will any consideration be given to lowering these minimums as it is cost prohibitive for small businesses to obtain these levels of insurance coverage?

Response: All Insurance requirements are based on risk factors for Dallas County. Insurance listed will be required 10 days after award.

Question 2. SBE Requirements: The RFQ states that "Self-performance and subcontracting may be used to achieve the aspirational goals and earn points." ?

- a. As a self-performing firm, we already meet the 40% goal. ?
If the prime contractor is a county recognized SBE, the prime's participation will be counted as 50% of the overall aspirational goal. Therefore, if the prime will be self-performing 100% of the work the total SBE Aspirational goal is 20%
- b. Do we still need to submit the Good Faith Effort Plan? If yes, how do we fill out the form provided

Yes the following forms are mandatory with all submitted proposals regardless if the prime will be self –performing or not:

- **A completed and signed Good Faith Effort Affirmation, executed by an authorized representative.**

- **If submitting as an SBE, a completed, signed and notarized SBE Threshold Affidavit**, executed by an authorized representative.
 - **Mentor Protégé Agreement signed by the Prime and qualified SBE Subcontractor.**
- c. Our firm intends to self-perform any contract granted. Will the 3 points for Mentor Protégé Agreement be awarded or are these points forfeited?

Points will only be received upon the submittal of a Mentor Protégé Agreement signed by both the prime and mentoring firm.

Question 3. Certification Requirements (pages 9-10, firm owner's personal net worth (PNW): As responses to this RFQ are subject to the Texas Public Information Act, Tex. Government Code, Chapter 552, the requirement regarding PNW would effectively disclose private financial information. Will any consideration be given to deleting this requirement?

Response: Any and all information marked confidential will not be disclosed for Public Information.

Question 4. At pre-proposal meeting, it was asked whether any firms present offered Construction and/or Program Management Services – are these being added to the list? Can a firm submit for this services in addition to the ones listed in this section?

Response: Both Construction and Program Management Services are listed on Page 13 as required services for the IDIQ

Question 5 Can you provide additional information as far as the departments from the County that would most likely be part of the selection committee?

Response: Dallas County reserves the right to place members on the committee with subject matter expertise. The committee is to be determined

Question 6 Section II identifies a maximum of 15 points to be awarded for the SBE participation. However, section III identifies a maximum of 10 points to be awarded for this. Which one is correct?

Response: Question has been addressed with Addendum #3

Question 7 Can the county provide a timeline, range of time to announce shortlisted firms? In addition, can the county provide a timeline, range of time between a firm being shortlisted and awarded a project?

Response: The whole process for evaluative solicitation is 12-14 weeks

Question 8 At pre-proposal meeting, it was mentioned that the Good Faith Effort Plan and Subconsultant utilization forms need to be submitted after a firm being awarded. However, the RFQ lists these documents as mandatory to be submitted with proposal. Please advise and clarify

Only forms that are mandatory for submittal with proposal are the following:

- **A completed and signed Good Faith Effort Affirmation**, executed by an authorized representative.
- **If submitting as an SBE, a completed, signed and notarized SBE Threshold Affidavit**, executed by an authorized representative.

- **Mentor Protégé Agreement signed by the Prime and qualified SBE Subcontractor.**

Post Award we will require the Good Faith Effort Plan and Subcontractor Utilization Document to be submitted.

Question 9

I see our firm is on the SBE vendor list for this RFQ. Does that mean we are SBE certified in the eyes of Dallas County?

We currently have our MBE certification through NCTRCA, but we have not yet completed the SBE application in order to acquire the certificate. I know we do meet the SBE requirements listed in the RFQ, but I just need some clarification to see if we are considered certified. Our MBE certificate should satisfy the requirements for this RFQ, but I'd like to know for submissions passed the December 31, 2018 date

No, it does not mean you are SBE certified.

However Dallas County does recognize MBE certification through NCTRCA until December 31, 2018.

We recommend that you submit your SBE Application with any of the three certification agencies recognized by Dallas County (NCTRCA, DFW Minority Supplier and WBENC) prior to December 31, 2018.

Question 10

To meet the RFQ's SBE Goal of 40%, may we respond with the intent to satisfy this goal post award OR do we need to respond with the full team of SBE subcontractors already included in our response

Only forms that are mandatory for submittal with proposal are the following:

- **A completed and signed Good Faith Effort Affirmation**, executed by an authorized representative.
- **If submitting as an SBE, a completed, signed and notarized SBE Threshold Affidavit**, executed by an authorized representative.
- **Mentor Protégé Agreement signed by the Prime and qualified SBE Subcontractor.**

Post Award we will **require the Good Faith Effort Plan** and Subcontractor Utilization Document to be submitted.

Question 11

For the "Indefinite Delivery/Indefinite Quantity Architectural/Engineering Services" proposal, can a company submit a proposal for electrical engineering ONLY or is it for all services combined

Response

Yes. Please follow the request for qualification instructions with regards to scoring closely.