



PORTCORPUSCHRISTI

Project No. 14-036A

November 17, 2017

TO ALL POTENTIAL OFFERORS

Subject: Addendum No. 1 for New Port Office Facility

Ladies/Gentlemen:

This addendum is considered part of the Request for Qualifications Documents and is issued to change, amplify, add to, delete from, or otherwise explain the Request for Qualifications Documents. Where provisions of this addendum differ from those of the original Request for Qualifications Documents, this addendum will take precedence and govern.

Offerors are hereby notified that they must incorporate this addendum into their submissions, and it will be construed that the offeror's submission reflects with full knowledge all items, changes, and modifications to the Request for Qualifications Documents herein specified. Offerors will acknowledge receipt of this addendum in the Letter of Interest.

ADDENDUM ITEM #1

SECTION 4: SOQ DOCUMENTATION REQUIREMENTS

REMOVE section in its entirety:

4.1 SOQ Format Requirements

The SOQs shall comply with the following format requirements:

- 4.1.1 SOQs shall be formatted in searchable .pdf format.
- 4.1.2 The body of the SOQ shall be organized in accordance with the Evaluation Criteria.
- 4.1.3 The body of the SOQ, when printed, shall be limited to a maximum of twenty five (25) single-sided pages.
 - a. The only documentation that is not included in the page count is indicated in section 4.2 SOQ Organization and noted as (NIPC) Not In Page Count. All other documentation containing information or images shall be included in total allowable page count.



- b. SOQs that exceed the page limit may be rejected. The Owner, at its sole discretion, reserves the right to remove pages from the sections of any non-conforming SOQ submittals to bring each non-conforming SOQ submittal within the page count requirement.
- c. A "page" shall be defined as one single-sided piece of paper that has words, charts, tables, pictures, or graphics. Pages shall be 8.5 x 11 inches, with the exception of five (5) pages, which may be presented in 11 x 17-inch format; however, larger pages may only contain graphics and/or designs and may not be used for an Offeror's narrative.
- d. The font shall be no smaller than (11) point.

REPLACE with:

"4.1 SOQ Format Requirements

The SOQs shall comply with the following format requirements:

- 4.1.1 SOQs shall be formatted in searchable .pdf format.
- 4.1.2 The body of the SOQ, when printed, shall be limited to a maximum of twenty five (25) single-sided pages.
 - a. The only documentation that is not included in the page count is indicated in section 4.2 SOQ Organization and noted as (NIPC) Not In Page Count. All other documentation containing information or images shall be included in total allowable page count.
 - b. SOQs that exceed the page limit may be rejected. The Owner, at its sole discretion, reserves the right to remove pages from the sections of any non-conforming SOQ submittals to bring each non-conforming SOQ submittal within the page count requirement.
 - c. A "page" shall be defined as one single-sided piece of paper that has words, charts, tables, pictures, or graphics. Pages shall be 8.5 x 11 inches, with the exception of five (5) pages, which may be presented in 11 x 17-inch format; however, larger pages may only contain graphics and/or designs and may not be used for an Offeror's narrative.

- d. The font shall be no smaller than 11 point.
- e. Cover sheet, table of contents and tabs are not included in the page count (NIPC)."

ADDENDUM ITEM #2

4.2 SOQ Organization

4.2.2 Minimum Qualifications

REMOVE paragraphs "a." and "b." in their entirety:

- a. QQ page-3 "I. Information About Offeror Team Members" (NIPC)
- b. QQ pages-4-8 "II. Essential Requirements for the Offeror" Include additional page 8 as necessary to cover all proposed engineering consultants. (NIPC)

REPLACE with:

- a. QQ page 1 "I. Information About Offeror Team Members" (NIPC)
- b. QQ pages 2-6 "II. Essential Requirements for the Offeror" Include additional page 8 as necessary to cover all proposed engineering consultants. (NIPC)

ADDENDUM ITEM #3

REMOVE section in its entirety:

4.2.3 Management, Legal, and Financial Qualifications

QQ pages 9-22 "III. Offeror's Management Capacity, Legal and Financial Qualifications" Additional pages specifically requested in this section to provide additional information about questions in this section shall be included with this section. – (NIPC)

NOTE item 4.2.8 below - do not include audited financial statement in this section.

REPLACE with:

“4.2.3 Management, Legal, and Financial Qualifications

- a. Describe the corporate structure of the Design-Builder and complete the Qualifications Questionnaire for the Design-Builder and all Team Members in the form set forth in Attachment - B. If the prime Design-Builder is a Joint Venture, all Joint Venture partners must have functional responsibilities for the Project. Describe the duties of each Joint Venture partner.
- b. QQ pages 6-18 “III. Offeror’s Management Capacity, Legal and Financial Qualifications” Additional pages specifically requested in this section to provide additional information about questions in this section shall be included with this section. – (NIPC)

NOTE item 4.2.8 below - do not include audited financial statement in this section.”

ADDENDUM ITEM #4

4.2.4 Team Organization

- b. Team Organization Chart

ADD “(NIPC)” to end of paragraph to read as follows:

- “b. Team Organization Chart (NIPC)”

ADDENDUM ITEM #5

REMOVE section in its entirety:

4.2.5 Demonstrated Past Performance

- a. Past Performance Narrative (see section 5.3.2 below)
- b. QQ page-26 “Summary Matrix of Projects Submitted Under Section IV.B” (NIPC)
- c. Past Performance Relevant Facilities Contractor & Architect (NIPC)

- d. Past Performance Similar site & environment Contractor & Architect (NIPC)
- e. Past Performance Design-Build Contractor & Architect (NIPC)
- f. Include completed project information pages from the questionnaire for items c, d, and e above (2 for each category – one each category for Contractor and Architect) and additional pages with images and narrative as allowed in questionnaire instructions. (NIPC)

REPLACE with:

“4.2.5 Demonstrated Past Performance

- a. Past Performance Narrative (see section 5.3.2 below)
- b. QQ page 21 “Summary Matrix of Projects Submitted Under Section IV.B” (NIPC)
- c. Past Performance Relevant Facilities Contractor, Architect and, if desired, optional team member. (NIPC)
- d. Past Performance Similar site and Environment Contractor, Architect and, if desired, optional team member. (NIPC)
- e. Past Performance Design-Build Contractor, Architect and, if desired, optional team member. (NIPC)
- f. Include completed project information pages from the questionnaire for items c, d, and e above. A maximum of eighteen (18) projects may be submitted. In each of the three categories identified by c, d, and e above a minimum of two (2) projects shall be submitted representative of the Contractor’s past experience and a minimum of two (2) projects shall be submitted representative of the Architect of Record’s past experience. The remaining project examples shall be submitted at the discretion of the Offeror. These examples may be representative work of the Contractor, Architect of Record, or other critical team member. Each of the examples of past performance may include up to three (3) total pages (project information sheet and up to two (2) additional pages containing project images and / or project narrative). Each category of Demonstrated Past Performance (items c, d, and e above) shall be allowed a maximum of eighteen (18) pages for each category that shall not be included in the page count (NIPC).”

ADDENDUM ITEM #6

SECTION 5: SOQ EVALUATION CRITERIA AND SUBMITTAL INFORMATION

5.1 Letter of Interest

REMOVE paragraph in its entirety:

The SOQ must include a cover letter containing the name, address, telephone number, fax number, and e-mail address of the Offeror and the principal contact person with the authority to bind the Offeror. The Letter of Interest shall also include the following: 1) name, address, telephone number, fax number, and e-mail address for all listed consultants, subconsultants and/or subcontractors for the Project; and 2) the type of firm or organization (corporation, partnership, joint venture, etc.) that will serve as the prime contracting party. The letter of interest may be a maximum of two (2) pages.

REPLACE with:

“The SOQ must include a cover letter containing the name, address, telephone number, fax number, and e-mail address of the Offeror and the principal contact person with the authority to bind the Offeror. The Letter of Interest shall also include the following: 1) name, address, telephone number, fax number, and e-mail address for all listed consultants, subconsultants and/or subcontractors for the Project; and 2) the type of firm or organization (corporation, partnership, joint venture, etc.) that will serve as the prime contracting party. The letter of interest may be a maximum of two (2) pages. All addenda issued for this RFQ must be acknowledged in the Letter of Interest.”

ADDENDUM ITEM #7

ATTACHMENT - B

IV. OFFEROR PAST PERFORMANCE, TEAM ORGANIZATION AND KEY PERSONNEL QUALIFICATIONS *(Total Maximum 45 Points)*

B. DESIGN-BUILD AND RELEVANT PROJECTS AND REFERENCES

REMOVE section “B.” in its entirety to include the Summary Matrix and Questionnaire Sheets 1-6.

REPLACE with:

B. DESIGN-BUILD AND RELEVANT PROJECTS AND REFERENCES

“For each project listed in Section IV.B., Offeror may provide photos and project descriptions in addition to the information requested below - not to exceed 2 pages per project.

Summary Matrix of Projects Submitted Under Section IV.B.

Provide a summary matrix sheet (see Exhibit - 1) of all projects listed on questionnaire sheets 1 through 6; questionnaire sheets 7 through 9 are optional. Indicate meaningful involvement on each project by Offeror’s Key Personnel and Trade Partners. Team member categories shaded below are required for the SOQ submission. Unshaded team member categories are encouraged but not required. Any team member submitted in the SOQ process shall be confirmed as participating in the RFP phase. A change to a listed team member between the SOQ and RFP shall be subject to re-evaluation and score adjustment accordingly.

PROJECT NAME	Company or Firm								Individual team member representing company														
	General Contractor (GC)	Architect of Record	OTHER	Civil Engineering Firm	Structural Engineering Firm	MEP Engineering Firm	MEP Sub-Contractor	* Other Key trade partner / sub-contractor	* Other Key trade partner / sub-contractor	GC Executive	GC Project Manager	GC Superintendent	GC Cost Estimator	Architect Principal	Architect of Record	Civil Engineer of Record	Structural Engineer of Record	Mechanical Engineer of Record	Electrical Engineer of Record	Project Manager MEP Sub-Contractor	Project Manager - * Other key partner	Project Manager - * Other key partner	Safety Manager
<B1 Project 1>	X																						
<B1 Project 2>	X																						
<B2 Project 1>	X																						
<B2 Project 2>	X																						
<B3 Project 1>	X																						
<B3 Project 2>	X																						
<B4 Project 1>		X																					
<B4 Project 2>		X																					
<B5 Project 1>		X																					
<B5 Project 2>		X																					
<B6 Project 1>		X																					
<B6 Project 2>		X																					
<Optional 1>																							
<Optional 2>																							
<Optional 3>																							
<Optional 4>																							
<Optional 5>																							
<Optional 6>																							

*Other – list any additional Offeror’s team member design or construction firms such as Commissioning, Sustainability, etc. with meaningful involvement in any of the listed projects and who may be critical to success of this project

1. List at least two (2) **Relevant Facilities** constructed **by the General Contractor** in the last 7 years anywhere in the United States (similar to this Project preferred).

Names and references must be **current** and **verifiable**. (Copy for additional sheets.)

Project Name _____

Location _____

Reference 1

Owner (Contact Person) Name _____ Current Telephone Number _____

Reference 2

Architect or Other (Contact Person) Name _____ Current Telephone Number _____

Description of Project, Scope of Work Performed _____

Type of Procurement (Design-Build; Design-Bid-Build; Construction Manager At Risk, Etc.) _____

Total Project Cost (include non-owner requested change-orders) _____

Value of Original Construction Contract _____

Summarize reason(s) for difference in Original vs. Total Cost _____

Percentage of Total Project Construction Performed by General Contractor _____

Original Scheduled Completion Date _____

Time Extensions Granted (number of calendar days) _____

Reasons for Time Extension _____

Actual Date of Completion _____

Key team members (company and/or individual) critical to this example project success and is also proposed for the Port Office Project _____

2. List at least two (2) projects of any type constructed **by the General Contractor** in **locations with similar site and environmental conditions** in the last 7 years. (Projects similar in size and scope to this Project preferred including but not limited to projects designed and constructed for hot and humid climates, highly expansive soil conditions, and waterfront exposure in marine / salt water environments.)

Names and references must be **current** and **verifiable**. (Copy for additional sheets.)

Project Name _____

Location _____

Reference 1

Owner (Contact Person) Name _____ Current Telephone Number _____

Reference 2

Architect or Other (Contact Person) Name _____ Current Telephone Number _____

Description of Project, Scope of Work Performed _____

Type of Procurement (D-B, D-B-B, CM@R, Etc.) _____

Total Project Cost (include non-owner requested change-orders) _____

Value of Original Construction Contract _____

Summarize reason(s) for difference in Original vs. Total Cost _____

Percentage of Total Project Construction Performed by General Contractor _____

Original Scheduled Completion Date _____

Time Extensions Granted (number of calendar days) _____

Reasons for Time Extension _____

Actual Date of Completion _____

Key team members (company and/or individual) critical to this example project success and is also proposed for the Port Office Project _____

3. List at least two (2) **design-build projects** executed by the **General Contractor**, as part of a design-build team, designed and built anywhere in the United States, in the last 7 years. (Relevant building type preferred.) (Projects with Architect of Record preferred.)

Names and references must be **current** and **verifiable**. (Copy for additional sheets.)

Project Name _____

Location _____

Reference 1

Owner (Contact Person) Name _____ Current Telephone Number _____

Reference 2

Architect or Other (Contact Person) Name _____ Current Telephone Number _____

Description of Project, Scope of Work Performed _____

Type of Procurement (D-B, D-B-B, CM@R, Etc.) _____

Total Project Cost (include non-owner requested change-orders) _____

Value of Original Construction Contract _____

Summarize reason(s) for difference in Original vs. Total Cost _____

Percentage of Total Project Construction Performed by General Contractor _____

Original Scheduled Completion Date _____

Time Extensions Granted (number of calendar days) _____

Reasons for Time Extension _____

Actual Date of Completion _____

Key team members (company and/or individual) critical to this example project success and is also proposed for the Port Office Project _____

4. List at least two (2) **Relevant Facilities** designed **by the Architect of Record** in the last 7 years anywhere in the United States (similar to this Project preferred).

Names and references must be **current** and **verifiable**. (Copy for additional sheets.)

Project Name _____

Location _____

Reference 1

Owner (Contact Person) Name _____ Current Telephone Number _____

Reference 2

Construction Manager or Other (Contact Person) Name _____ Current Telephone Number _____

Description of Project, Scope of Work Performed _____

Type of Procurement (D-B, D-B-B, CM@R, Etc.) _____

Total Project Cost (include non-owner requested change-orders) _____

Value of Original Construction Contract _____

Summarize reason(s) for difference in Original vs. Total Cost _____

Percentage of Total Project Construction Performed by General Contractor _____

Original Scheduled Completion Date _____

Time Extensions Granted (number of calendar days) _____

Reasons for Time Extension _____

Actual Date of Completion _____

Key team members (company and/or individual) critical to this example project success and is also proposed for the Port Office Project _____

5. List at least two (2) projects of any type designed **by the Architect of Record in locations with similar site and environmental conditions** in the last 7 years. (Projects similar in size and scope to this Project preferred including but not limited to projects designed and constructed for hot and humid climates, highly expansive soil conditions, and waterfront exposure in marine / salt water environments.)

Names and references must be **current** and **verifiable**. (Copy for additional sheets.)

Project Name _____

Location _____

Reference 1

Owner (Contact Person) Name _____ Current Telephone Number _____

Reference 2

Construction Manager or Other (Contact Person) Name _____ Current Telephone Number _____

Description of Project, Scope of Work Performed _____

Type of Procurement (D-B, D-B-B, CM@R, Etc.) _____

Total Project Cost (include non-owner requested change-orders) _____

Value of Original Construction Contract _____

Summarize reason(s) for difference in Original vs. Total Cost _____

Percentage of Total Project Construction Performed by General Contractor _____

Original Scheduled Completion Date _____

Time Extensions Granted (number of calendar days) _____

Reasons for Time Extension _____

Actual Date of Completion _____

Key team members (company and/or individual) critical to this example project success and is also proposed for the Port Office Project _____

6. List at least two (2) **design-build projects** the **Architect of Record**, as part of a design-build team, designed anywhere in the United States, in the last 7 years. (Relevant building type preferred.) (Projects with General Contractor preferred.)

Names and references must be **current** and **verifiable**. (Copy for additional sheets.)

Project Name _____

Location _____

Reference 1

Owner (Contact Person) Name _____ Current Telephone Number _____

Reference 2

Construction Manager or Other (Contact Person) Name _____ Current Telephone Number _____

Description of Project, Scope of Work Performed _____

Type of Procurement (D-B, D-B-B, CM@R, Etc.) _____

Total Project Cost (include non-owner requested change-orders) _____

Value of Original Construction Contract _____

Summarize reason(s) for difference in Original vs. Total Cost _____

Percentage of Total Project Construction Performed by General Contractor _____

Original Scheduled Completion Date _____

Time Extensions Granted (number of calendar days) _____

Reasons for Time Extension _____

Actual Date of Completion _____

Key team members (company and/or individual) critical to this example project success and is also proposed for the Port Office Project _____

7. Optional **design-build projects** the _____ (optional), as part of a design-build team, designed anywhere in the United States, in the last 7 years. (Relevant building type preferred.) (Projects with General Contractor preferred.)

Names and references must be **current** and **verifiable**. (Copy for additional sheets.)

Project Name _____

Location _____

Reference 1

Owner (Contact Person) Name _____ Current Telephone Number _____

Reference 2

Construction Manager or Other (Contact Person) Name _____ Current Telephone Number _____

Description of Project, Scope of Work Performed _____

Type of Procurement (D-B, D-B-B, CM@R, Etc.) _____

Total Project Cost (include non-owner requested change-orders) _____

Value of Original Construction Contract _____

Summarize reason(s) for difference in Original vs. Total Cost _____

Percentage of Total Project Construction Performed by General Contractor _____

Original Scheduled Completion Date _____

Time Extensions Granted (number of calendar days) _____

Reasons for Time Extension _____

Actual Date of Completion _____

Key team members (company and/or individual) critical to this example project success and is also proposed for the Port Office Project _____

8. Optional **design-build projects** the _____ (optional), as part of a design-build team, designed anywhere in the United States, in the last 7 years. (Relevant building type preferred.) (Projects with General Contractor preferred.)

Names and references must be **current** and **verifiable**. (Copy for additional sheets.)

Project Name _____

Location _____

Reference 1

Owner (Contact Person) Name _____ Current Telephone Number _____

Reference 2

Construction Manager or Other (Contact Person) Name _____ Current Telephone Number _____

Description of Project, Scope of Work Performed _____

Type of Procurement (D-B, D-B-B, CM@R, Etc.) _____

Total Project Cost (include non-owner requested change-orders) _____

Value of Original Construction Contract _____

Summarize reason(s) for difference in Original vs. Total Cost _____

Percentage of Total Project Construction Performed by General Contractor _____

Original Scheduled Completion Date _____

Time Extensions Granted (number of calendar days) _____

Reasons for Time Extension _____

Actual Date of Completion _____

Key team members (company and/or individual) critical to this example project success and is also proposed for the Port Office Project _____

9. Optional **design-build projects** the _____ (optional), as part of a design-build team, designed anywhere in the United States, in the last 7 years. (Relevant building type preferred.) (Projects with General Contractor preferred.)

Names and references must be **current** and **verifiable**. (Copy for additional sheets.)

Project Name _____

Location _____

Reference 1

Owner (Contact Person) Name _____ Current Telephone Number _____

Reference 2

Construction Manager or Other (Contact Person) Name _____ Current Telephone Number _____

Description of Project, Scope of Work Performed _____

Type of Procurement (D-B, D-B-B, CM@R, Etc.) _____

Total Project Cost (include non-owner requested change-orders) _____

Value of Original Construction Contract _____

Summarize reason(s) for difference in Original vs. Total Cost _____

Percentage of Total Project Construction Performed by General Contractor _____

Original Scheduled Completion Date _____

Time Extensions Granted (number of calendar days) _____

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Key team members (company and/or individual) critical to this example project success and is also proposed for the Port Office Project _____

To All Potential Offerors
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November 17, 2017

Project No. 14-036A
Addendum No. 1

Sincerely,



Brett Flint, P.E.
Project Manager

BFF/clh

Enclosures

Cc: Sean Strawbridge
David L. Krams
David L. Michaelson
Sonya Lopez-Sosa

EXHIBIT - 1

Summary Matrix

PROJECT NAME	Company or Firm								Individual team member representing company															
	General Contractor (GC)	Architect of Record	Other	Civil Engineering Firm	Structural Engineering Firm	MEP Engineering Firm	MEP Sub-Contractor	*Other Key trade partner / sub-contractor	*Other Key trade partner / sub-contractor	GC Executive	GC Project Manager	GC Superintendent	GC Cost Estimator	Architect Principal	Architect of Record	Civil Engineer of Record	Structural Engineer of Record	Mechanical Engineer of Record	Electrical Engineer of Record	Project Manager MEP Sub-Contractor	Project Manager - *Other key partner	Project Manager - *Other key partner	Safety Manager	QA Manager
<B1 Project 1>	X																							
<B1 Project 2>	X																							
<B2 Project 1>	X																							
<B2 Project 2>	X																							
<B3 Project 1>	X																							
<B3 Project 2>	X																							
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<B4 Project 2>		X																						
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