

Date: May 24, 2017



To: Respondent

Ref: RFQ PG-07-17 Air Test Balance Services

Subject: **ADDENDUM NO. 01**

This addendum amends, clarifies, amplifies, or further explains the above reference Request for Qualifications (RFQ). The information contained herein shall supersede and take precedence over the information contained in the RFQ.

#### **Clarifications**

**Q: Section 2.2 (E) - mentions a mandatory pre-proposal meeting. Is that only for the successful RFQ respondent?**

**A. Pre-Proposal meeting will not take place**

**Q: Section 3, page 13 includes your selection criteria. Do we simply use this list to structure our RFQ response?**

**A: You may use the selection criteria to structure your RFQ response**

**Q: Attachment C, item 1.3 says that the RFQ should be submitted on this form. What form?**

**A: For Attachment C: (Terms and Conditions) - Disregard section 1.3**

**Please submit all other required documents stated in this RFQ and addendum(s) with your RFQ submittal.**

**Q. Do you have any special requirements for binding, tabs, page numbers, etc?**

**A. No special requirements. Coherence of the RFQ will be judged.**

**Q. Regarding Professional Liability insurance, we are customarily required to carry \$3,000,000 each occurrence. Is it possible that this limit could be considered acceptable by TSTC in order to fulfill qualifications?**

**A. This is to clarify the dollar amount of Professional Liability Insurance required by the RFQ. The amount of \$5,000,000 is a general amount proposed on RFQ to cover the most complex type of professional liability but can be increased and decreased depending on the complexity of the project. TSTC is allowing the proposer to propose a professional liability amount that will be reviewed and compared to other RFQs at the time of the opening.**

**Q: Are there any HVAC or Mechanical drawings available for the facility?**

**A. Yes, plans and specifications may be obtained from PBK Architects at 1-713-965-0608.**

**Q: Other than the information given in 3. Qualification Selection Criteria, is there any additional criteria requested for the RFQ? Also, is there a specific layout/structure, or specific order preference for the RFQ?**

**A. There is no additional criteria and there is no specific layout or document structure for this RFQ.**

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Buyer

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**In submission of this proposal, proposers must acknowledge receipt of this addendum; otherwise proposal will not be given consideration. Proposer must acknowledge receipt by returning a copy of this notice with (RFP) Request for Proposal.**

**Proposer's Signature:** \_\_\_\_\_

**Printed Name:** \_\_\_\_\_

**Vendor Name:** \_\_\_\_\_

**Vendor Identification Number:** \_\_\_\_\_

**Date:** \_\_\_\_\_

