



Date: August 23, 2017

Addendum #1

To: Proposers

REF: RFP-17-CP-006

Subject: Wind Energy and Work at Heights Training Services for TSTC (Statewide)
RFP Opening Date: August 30, 2017 @ 3:00 p.m. (CST, time)

Addendum:

Questions requested by an interested proposer with answers:

Question: This procurement is to acquire training services in *mechanical and electrical training*, on an "as needed" basis *dependent on successful grant awards from the Texas Workforce Commission*, including but are not limited to:

Answer: This procurement is to acquire training services in *work at heights, safety and rescue*, on mechanical and electrical training on an "as needed" basis *dependent on successful grant awards from the Texas Workforce Commission*, or an executed Training Agreement between TSTC and the sponsoring company for cash training, including but are not limited to:

Clarification for Page 5 (Proposal and any other information submitted by respondents in response to this RFP shall become the property of TSTC) and

Clarification on Page 11 last bullet (Proposals must include a description of training notifications/invitations. Proposals should also include a description of training materials that will be offered such as pre and post testing options, embedded videos or other multi-media, audio instructions and guided tutorials along with downloadable hard copies.)

Answer: In response to your inquiry about intellectual property/proprietary property from 3rd party vendors, the answer is NO. We do not take ownership of the curriculum, power points, handouts, etc.

What we do require is a course description along with learning objectives in a bullet list. This is part of the grant application process and cannot be avoided. Also, if there are handouts used during class, we need copies of those as well.

Once the grant is completed, we store this information for 7 years after which it is destroyed. We do this in case we have an audit as well as to meet SACS requirements.

However, we do not share this information with any other organization and certainly NOT with the entire state of Texas.

The only time we are required to share information with other agencies, such as the Texas Workforce Commission, is when TSTC, TEEX or community colleges develop customized curriculum that is used for a SDF grant. In the case of training vendors, this is not the case.

Also attached is our insurance requirements that pertain to Attachment B, Letter F, number 5.

All other aspects of the bid remain the same.

Carmen Perez

Carmen Perez, CTPM

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Senior Buyer

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In submission of this bid, bidder must acknowledge receipt of this addendum, otherwise bid will not be given consideration. Bidder must acknowledge receipt by returning a copy of this notice by email upon receipt or include with RFP.

Bidder Signature _____

Printed Name _____

Vendor Name _____

Vendor Identification Number: _____

Date: _____

INSURANCE REQUIREMENTS

In any contract, which is awarded by Texas State Technical College, and in which exists the possibility for the risk of personal injury, the Vendor must agree to procure and keep in force insurance with companies acceptable to the College. Such insurance must conform to the following provisions and in amounts no less than those specified below:

- A. The Vendor must show proof of such insurance on or before 10 days after an award has been made or before such services or work can begin. Approval of the insurance by The College shall not relieve or decrease the liability of the Vendor.
- B. Unless otherwise provided for in the Supplementary Conditions, the Vendor shall provide and maintain, until the work covered in the Contract is completed and accepted by the college, the minimum insurance coverage in one of the following optional schedules. When the Vendor includes the excess liability coverage, the limits of other required coverage may be reduced to the amount shown within the parenthesis.

TYPE OF INSURANCE	LIMITS OF LIABILITY
Workmen's Compensation	Statutory Limits
Employer's Liability	\$100,000 each occurrence \$300,000 aggregate
Comprehensive General Bodily Injury	\$250,000 each occurrence \$500,000 each occurrence
Property Damage	\$300,000 each occurrence
Comprehensive Auto Bodily Injury	\$300,000 each person \$500,000 each occurrence
Property Damage	\$300,000 each occurrence