

Q&A DOCUMENT FOR 2019-RB-31 No. 3

1. 6.7 Local Preference – Does principal place of business mean a firm’s headquarters or can it mean a branch office that is established and fully operational and staffed?

A: It means the headquarters not a satellite office

2. Under Section 6.0, there is no sub-section 6.6, however it is listed in the Evaluation Criteria as item F. Was this section omitted on purpose and is this section eliminated from the evaluation criteria, or was the omission in error?

A: The SLBE section should reference section 1.3 . This will be corrected by issuance of an addendum.

3. The Evaluation Criteria lists Item C, Proposed Services as Section 7.1; however, there is no section 7.1 included under Section 6.0 Required Information. Is section 7.1 to be included or not? If yes, can you provide information as to what is required to be submitted.

A: There is a section 7.1 . I’m not sure I understand your question

4. Section 6.8 is listed twice in the required information. Should we follow your number system as listed, or change the numbering to eliminate the duplicate?

A: The Indemnification section should read 6.8.1. To be corrected by addendum.

5. Page 49, 1.b. - # Years is listed. Does that represent the total # of years of experience of each licensed staff member or the # of years each have held their license?

A: Years of license held

6. 6.2 References – states that completed questionnaires must be included in our proposal. Do we need to submit originals or are the e-mailed forms acceptable since you will also be receiving them?

A: Email is acceptable but please also include them in your proposal

7. Other RFP forms – do we need to submit originals?

A: Originals in your proposal.

8. Is a price proposal required in this submittal? If yes, what section?

A: No. The cost of services will be addressed during contract negotiations

9. Section 1.2 indicates the contract term is five years for this project. Is the assessment to be completed of all facilities in the first year, or will the assessments be broken up into smaller groups of facilities over five years?

A: A similar question was presented by another firm. Awaiting response from Facilities. Check the Q&A documents to be issued by end of week.

10. Section 7.1, item 7, requires that and “digital report documentation (be provided) in MDC’s format”. Can you provide a copy of MDC’s format for evaluation?

A: Pending a response from Facilities

11. Item 6 under 7.1 Detailed Required Services requires that the Vendor shall Recommend building operational improvements in regard to energy consumption. Without having information describing energy consumption, this is difficult to ascertain. Does MDC desire an Energy Audit be performed on each building as part of the Scope of Work?

A: Pending a response from Facilities

12. Item 7 under 7.1 Detailed Required Services states that “The types of building systems surveyed may vary with each building...” If pricing is required for this proposal, the number and types of systems must be known in advance. Can you clarify this requirement?

A: To be addressed during contract negotiations

13. Section 7.2 states “The Inspection team(s) will include appropriately licensed architects and engineers”. Does MDC require each field assessor to be a licensed PE or Registered Architect? Is it acceptable if the work of the field assessors is overseen and managed by a licensed PE or Registered Architect?

A: Pending answer from Facilities

14. Item F under Section 7.2 states “Major building systems shall be uniquely tagged in a manner that allows for improved tracking of the asset and condition/work done to the asset in the future.” Is bar coding of mechanical equipment a requirement of this project? If yes, how many pieces of equipment do you estimate will be required to be tagged? Do you have specifications for field bar code labels to be used?

A: Pending answer from Facilities