

LIBERTY COUNTY PURCHASING DEPARTMENT
1901 COS STREET
LIBERTY, TEXAS 77575
(936) 336-4607

RFP # 19-05 Debris Removal Services for Liberty County
Due Date: 2:00 pm, Monday, June 10, 2019

ADDENDUM NO. 1

The following questions were submitted:

1. Please confirm that we are to provide the entire bid packet in our proposal submittal per p.3.

Answer: Submit (1) *original* proposal copy to include a completed copy of this specifications packet, in its entirety and three (3) numbered proposal copies to include at a minimum all pages requiring completion and/or marked with instructions to be returned with proposal submission and any other documentation requested within these specifications.

2. P.3 states that the original must contain the entire bid packet but that the copies are to minimally include the required forms.
 - a. Does this mean that the original and copies will not match?
 - b. Can they match if we prefer to submit a true copy?

Answer: a. The original and the copies will not match.
b. The original and the copies may match if you prefer to submit it that way.

3. Section 2.1 shows how we are to organize our proposal. P.24 has a section titled Project Requirements which Section 2.1 shows to be Tab F. Offeror Personnel and Organization on p.25 is a subsection of Project Requirements, but it is supposed to be Tab E according to Section 2.1
 - a. Please confirm that the requirements under Offeror Personnel and Organization on p.25 belong in Tab E and not in Tab F Project Requirements.

Answer: a. The requirements under Offeror Personnel and Organization on p.25 belong in Tab E and not in Tab F Project Requirements, but a proposer will not be penalized for including the requirements in Tab F.

4. An organizational chart is asked for in Tabs F and G.
 - a. Are we to include it twice?

Answer: a. An organizational chart does not have to be included twice. Include it in Tab E, but a proposer will not be penalized for including it in Tab F.

5. The page before the HUB forms states that the HUB forms on pages 54-57 are to be submitted after NTP. P.58 is the last page of the HUB forms.
 - a. Please confirm that this page is a post award document that is not to be included in the proposal submittal.

Answer: a. Pages 54-58 do not have to be included in the proposal submittal.

6. Please explain specifically how the pricing of one proposal will be evaluated against the pricing from another proposal, including the answer to these questions:
 - a. Will each pricing proposal be analyzed and refined to become one total number which can then be compared to the other proposals, and if so, what is the formula that will be used to derive that total number?
 - b. Will extended totals (unit price multiplied by estimated quantity) be used to evaluate pricing?
 - c. Will all pricing line items be evaluated equally or will some line items receive more importance in the evaluation?

Answer: Pricing proposals will be analyzed by Schedule.

- a. Schedule 1 pricing for each category will be compared to pricing for the like categories from other proposals.
- b. Schedule 2 will be evaluated by comparing extended totals (unit price multiplied by estimated quantity) for each item against extended totals for each item from other proposals.
- c. All pricing line items will be evaluated equally.

7. Is there an existing contract similar to this in place or previously in place? Are the bid tabulations available?

Answer: There is an existing contract that was acquired using HGACBuy's awarded contracts. Bid tabulations are not available from Liberty County.

Please include the following form with your proposal submittal acknowledging that you received Addendum No. 1.

RFP # 19-05 Debris Removal Services for Liberty County
Due Date: 2:00 pm, Monday, June 10, 2019

ADDENDUM NO. 1

I acknowledge that I have received Addendum No. 1 to the above RFP:

Company

Telephone Number

Address

Fax Number

Authorized Representative (Please print)

Title

Authorized Signature

Date