



**THE COUNTY OF GALVESTON**

**RUFUS G. CROWDER, CPPO, CPPB**  
PURCHASING AGENT

**GWEN MCLAREN, CPPB**  
ASST. PURCHASING AGENT

COUNTY COURTHOUSE  
722 Moody (21<sup>st</sup> Street)  
Fifth (5<sup>th</sup>) Floor  
GALVESTON, TEXAS 77550  
(409) 770-5371

May 17, 2019

**PROJECT NAME: Construction Manager for Galveston County Projects**

**SOLICITATION NO: RFQ# B191043**

**RE: ADDENDUM #1**

To All Prospective Qualifiers,

The following information is being provided to aid in preparation of your qualification submittal(s)

**AMENDED OPENING DATE:**

RFQ #B191043, Construction Manager for Galveston County Projects, originally scheduled to be opened on Thursday, May 23, 2019, at 2:00 P.M., has been re-scheduled. The new deadline for submitting qualification submittals is as follows:

**Date: Thursday, June 13, 2019**  
**Time: 2:00 P.M.**

As a reminder, all questions regarding this qualification must be submitted in writing to:

Rufus G. Crowder, CPPO CPPB  
Galveston County Purchasing Agent  
722 Moody, Fifth (5<sup>th</sup>) Floor  
Galveston, Texas 77550  
E-mail: [rufus.crowder@co.galveston.tx.us](mailto:rufus.crowder@co.galveston.tx.us)

If you have any further questions regarding this qualification please address them to Rufus Crowder, CPPO CPPB, Purchasing Agent, via e-mail at [purchasing.bids@co.galveston.tx.us](mailto:purchasing.bids@co.galveston.tx.us), or contact the Purchasing Department at (409) 770-5371.

Please excuse us for any inconvenience that this may have caused.

Sincerely,

A handwritten signature in black ink, appearing to be "Rufus G. Crowder", written over a horizontal line.

Rufus G. Crowder, CPPO CPPB  
Purchasing Agent  
Galveston County



## THE COUNTY OF GALVESTON

RUFUS G. CROWDER, CPPO, CPPB  
PURCHASING AGENT

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ASST. PURCHASING AGENT

COUNTY COURTHOUSE  
722 Moody (21<sup>st</sup> Street)  
Fifth (5<sup>th</sup>) Floor  
GALVESTON, TEXAS 77550

May 31, 2019

**PROJECT NAME: Construction Manager for Galveston County Projects**

**SOLICITATION NO: RFQ #B191043**

**RE: ADDENDUM #2**

To All Prospective Proposers,

The following information is being provided to aid in preparation of your proposal submittal(s):

**Clarification Statement:** Due to the combining of documents in constructing this solicitation, some erroneous information was released. The intent of this solicitation is to request qualification statements (*RFQ*) from qualified individuals and/or firms for the assigned evaluation committee to review, score, and make a recommendation to the Galveston County Commissioners' Court.

**Special Provisions:** Page 2 of 6, Personnel to Contact, and page 6 of 6, Evaluation and Selection Process, have been omitted in their entirety and replaced with Exhibit B. All Respondents are to adhere to these provisions when completing their responses.

**Question #1:** *There are several types of Construction Management contracts between Owner and Contractor. The most common are: Construction Manager Advisor (AIA Form A132-2009), Construction Manager at Risk Cost Plus Fee with Guarantee Max (AIA A102-2007) & Construction Manager at Risk Cost Plus Fee without Guarantee Max (AIA A103-2007) agreements. Which type will this be?*

**Response:** The County expresses an interest in the Construction Manager at Risk – Cost Plus Fee with Guaranteed Max option, however, would also like to review the Construction Manager Advisor option as well.

**Question #2:** *Will there be an architect and engineer hired by the county for the projects?*

**Response:** Yes, there are firms in place. Page Southerland Page for the Road & Bridge and Medical Examiner projects, and Joiner for the Bacliff JP and Calder Annex projects.

**Question #3:** *A description of work at each location?*

Response: Road & Bridge – new facility and demolition of the existing one. Medical Examiners – remodel and small addition to the current existing facility. Bacliff – new facility and demolition of the existing building. Calder – remodeling and a new addition to the current facility.

**Question #4:** *Approximate construction cost or budget for each location? The cost of the project(s) will affect our fee.*

Response: All figures are approximate costs and rough estimates: Bacliff - \$2.6 million; Calder - \$5.5 million; Medical Examiner - \$6 million; Road & Bridge – \$5 million.

**Question #5:** *Approximate time from to complete the project(s)?*

Response: 2-3 years from design to top out...

**Question #6:** *There are usually three categories that the contractors cost fall under for the project:*

- *Fee & Overhead – The items included in the contractors overhead that are part of their Fee.*
- *General Conditions – The items can vary depending on projects complexity and by how the contractor reports the costs. They are not in the fee but are expenses the contractor will have to manage the project. They are billed as a direct cost plus fee.*
- *Direct Cost – Subcontractor or supplier cost billed at cost plus fee.*

*Does the county want the contractor to submit with their qualification package a list of items included as part of their Fee & Overhead, and General Conditions?*

Response: Yes.

**Question #7:** *Will there be a pre-proposal meeting?*

Response: A Pre-Proposal/Qualification Conference has not been scheduled at this time.

**Question #8:** *Is this a Request for Qualifications or Request for Proposal?*

- *The first half of the document states this is an RFQ and is to procure Construction Management as a professional service*
  - *Ex: Page 2 – “This solicitation is for a professional services contract and shall be awarded on the basis of demonstrated competence and qualifications. Any customary fees regarding the resultant contract will be negotiated for a fair and reasonable price and may not exceed any maximum provided by law.”*
- *Starting on page 38, it starts referring to it as a Request for Proposal, meaning you Galveston County is procuring Construction Management services as a contracting service. 30% of the evaluation criteria is even based on cost.*

*Please clarify whether or not we are to include a cost proposal with our submission.*

Response: Please refer to the Clarification Statement and Special Provisions item at the beginning of this addendum.

**Question #9:** *I am looking to see if there is an estimated cost/budget for this RFQ.*

Response: Please refer to the response on **Question #4**.

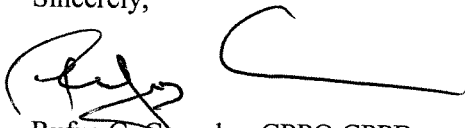
As a reminder, all questions regarding this proposal must be submitted in writing to:

Rufus G. Crowder, CPPO CPPB  
Galveston County Purchasing Agent  
722 Moody, Fifth (5<sup>th</sup>) Floor  
Galveston, Texas 77550  
E-mail: [purchasing.bids@co.galveston.tx.us](mailto:purchasing.bids@co.galveston.tx.us)

If you have any further questions regarding this RFQ, please address them to Rufus Crowder, CPPO CPPB, Purchasing Agent, via e-mail at [purchasing.bids@co.galveston.tx.us](mailto:purchasing.bids@co.galveston.tx.us), or contact the Purchasing Department at (409) 770-5371.

Please excuse us for any inconvenience that this may have caused.

Sincerely,

A handwritten signature in black ink, appearing to read 'Rufus', followed by a long horizontal flourish.

Rufus G. Crowder, CPPO CPPB  
Purchasing Agent  
Galveston County

**COUNTY OF GALVESTON  
CONSTRUCTION MANAGER FOR GALVESTON COUNTY PROJECTS  
GALVESTON COUNTY, TEXAS**

**F. PERSONNEL TO CONTACT**

Responders desiring an explanation or interpretation relative to this solicitation, must request it in writing. Oral explanations or instructions will not be binding. Any information given to a Responder, which in the opinion of the County affects all responders or would be prejudicial to other responders if not communicated, shall be furnished to all other responders as an addendum to the solicitation. Responders must direct all inquiries to the following:

**Rufus G. Crowder, CPPO CPPB  
Purchasing Agent  
722 21<sup>st</sup> Street (Moody)  
Galveston, Texas 77550  
e-mail: [purchasing.bids@co.galveston.tx.us](mailto:purchasing.bids@co.galveston.tx.us)**

Responders must e-mail their requests (with the subject line “**Construction Manager for Galveston County Projects -RFQ #B191043- Questions**) for additional information and/or clarification to the address listed above. The request must include the Responder’s name and the RFQ number and title. ***Any request for additional information or clarification must be received in writing no later than seven (7) calendar days prior to the qualifications due date.*** Late requests or those not delivered to the proper address may not receive a reply. Responders shall not attempt to contact the County by any other means. The Purchasing Agent’s Office shall post the answers to the County website from the procurement web page and via addendum.

The County will issue responses to inquiries and any other corrections or amendments, it deems necessary, in the form of a written addendum, issued prior to the Response Submission Date. The County, at its sole discretion, may not issue a response to a RFQ submittal. Responders should not rely on any oral or written representations, statements, or explanations, other than those made in this RFQ or in any written addendum to this RFQ. Where there appears to be conflict between the RFQ and any issued addenda, the last addendum issued will prevail. Addenda will be posted and made available on the County’s procurement web page. It is the Responder’s sole responsibility to ensure receipt of all addenda prior to submitting its response. All Responders should check the County’s procurement web page for all addenda prior to submitting a response. The County’s procurement web page is located at [www.galvestoncountytexas.gov/pu/Pages/BidListing.aspx](http://www.galvestoncountytexas.gov/pu/Pages/BidListing.aspx).

The Responder must acknowledge the receipt of all addenda on the forms provided. In the event a Responder fails to acknowledge receipt of such addenda, the County may, at its sole discretion, determine that such failure to acknowledge any or all addenda does not materially affect the Response and waive the acknowledgement of one or more addenda.

Responders who submit inquiries *after* the deadline date for receipt of questions indicated on the Procurement Timeline, risk that its response in the procurement will not be responsive or competitive because the County is not able to respond before the qualifications receipt date or in sufficient time for the Responder to prepare a responsive or competitive submittal.

All questions and responses as posted on the County website are considered an addendum to, and part of, this RFQ. Each Responder shall be responsible to monitor the County website for new or revised RFQ information. The County shall not be bound by any verbal information nor shall it be bound by any written information that is not either contained within the RFQ or formally issued as an addendum by the Purchasing Agent’s Office.

**G. PROGRAM ADMINISTRATION & CONTRACT MANAGEMENT**

Program Administrator/Contract Manager that will manage the work to be performed under the resultant contract for the purpose of this RFQ is:

**COUNTY OF GALVESTON  
CONSTRUCTION MANAGER FOR GALVESTON COUNTY PROJECTS  
GALVESTON COUNTY, TEXAS**

**M. EVALUATION AND SELECTION PROCESS**

An evaluation committee shall review and evaluate the responses timely submitted to the County Purchasing Agent in this request for qualifications. Responses shall be reviewed by the evaluation committee and shall be evaluated in accordance with the evaluation criteria listed herein. The evaluation committee will rank the firms in order of the most qualified, based on demonstrated competence and qualifications and then make a determination on whether to require an informal meeting with the top-ranking firms before making recommendation of award. If a meeting is requested by the evaluation committee, the meeting shall be held in the Galveston County Purchasing Agent's Office under the direction of the Purchasing Agent or the Purchasing Agent's designee. The evaluation committee shall evaluate and score each response. The highest number of points that may be achieved is one hundred (100), comprised from the following:

- **45 points:** A brief outline describing how the project will be developed and monitored, including a time frame for specific tasks and overall completion.
- **20 points:** Qualifications of key personnel that would be assigned to these projects.
- **20 points:** Listing of experience in the type of work contemplated by this RFQ specific to each task. Include both overall experience and projects (specific) completed in Texas. Provide names, addresses, and phone numbers of representing clients of recent similar projects.
- **15 points:** All respondents seeking a contract must meet the following requirements and include evidence of each in their submittals:
  - Proposer(s) have completed similar work in the State of Texas within the last two (2) calendar years;
  - Proposer(s) must be licensed and registered in the State of Texas;
  - Proposer(s) must have at least 5 years of experience providing the requested services.

By the submission of its statement of qualifications (also called response) in this request for qualifications, the Respondent accepts the requirements, formatting, and evaluation process herein.

*End of Special Provisions Section*