



Solicitation Amendment No. 1

To: Prospective Bidder/Offeror:	Date:
Prospective Respondents	February 26, 2020
Project Title:	Project No.:
System-Wide Facilities Master Plan for Project 2020-2025	RFQ 20-20
<p>Description of Solicitation Amendment: The Request for Proposal (Project RFQ No. 20-20) is hereby amended as set forth below:</p> <p>1. Questions and Answers No. 1, have been released (below).</p> <p>Please visit our website at https://www.hccs.edu/about-hcc/procurement/</p> <p>Except as provided herein, all terms and conditions of the solicitation remain unchanged and in full force and effect.</p>	
Acknowledgement of Amendment No. by:	Date:
Company Name (Bidder/Offerer):	
Signed by:	
Name (Type or Print):	Title:

REQUEST FOR PROPOSAL
PROJECT NO. RFQ 20-20
SYSTEM WIDE FACILITIES MASTER PLAN FOR PROJECT 2020-2025
QUESTIONS AND ANSWERS No. 1

Date: February 26, 2020
To: Prospective Respondents
From: Procurement Operations Department, Houston Community College
Subject: Questions and Answers Responses

- Q1. What is the plan for growth? Will it be at 2%, 3%, etc.?
Response: Greater than 3%.
- Q2. Would you consider more than 1 firm for the job?
Response: A partnership or joint venture may be considered.
- Q3. Is it possible that this will go to interviews? If so when will interviews be held?
Response: Yes, reference Page No. 8 of 47, Section 2, Item 2, "Eligibility of Award".
- Q4. On Attachment 4, if prime is a small business, how do we indicate?
Response: The prime contractor will indicate their certification status in the box titled, "List all small business certification status."
- Q5. Can we refer a firm to do internship with HCC, outside of those of us who are bidders?
Response: We welcome the opportunity to connect with all firms interested in employing our students.
- Q6. If we receive an intern, do they get OJC certified?
Response: This will depend on the income of the specific student. It is a possibility.
- Q7. Do we get access to students who graduated as well?
Response: We engage students and alumni regarding employment opportunities.
- Q8. What is the expected completion date of the HCC Facilities Master Plan?
Response: 18 months or less from launch
- Q9. Are written letters from current clients or past clients of the past three years required in addition to the references? If so, how many letters are required?
Response: Yes, three to five references is expected as a minimum.

Q10. Can you please disclose the allotted budget amount for this Facilities Master Plan?

Response: No.

Q11. In addition to the Strategic Plan and the recently completed studies by the HCC mentioned in the RFQ, are there any other studies relevant for this effort?

Response: Energy Management Survey.

Q12. Is there a steering committee set up to oversee the planning process?

Response: Yes, there will be a Steering Committee.

Q13. Can you please define the extent of interaction that is expected in terms of community outreach and with each of the college leadership, and each college's on-campus stakeholders (including students)?

Response: Expect interviews with 5-7 HCC Central executives, each college president, campus operations officers, a faculty member and a student survey.

Q14. To what extent are the goals and objectives for this FMP being focused by "highest and best use" of land and facilities, "no new net square footage", "student success analytics", as well as "return on investment" for public dollars?

Response: Highest and best use is a goal. No mandate on "no new SF". Return on investment will be reviewed.

Q15. If a firm is part of a team selected for the System Wide Facilities Master Plan Project, will there be any restrictions for that firm to work on future Design or Program Management projects on those campuses for HCC resulting from the findings or recommendations of the Facilities Master Plan?

Response: No, there will be no restrictions.

When issued, "Questions & Answers" shall automatically become a part of the solicitation documents and shall supersede any previous specification(s) and/or provision(s) in conflict with the Questions & Answers. All revisions, responses, and answers incorporated into the Questions & Answers are collaboratively from both the Procurement Operations and the applicable HCC Department(s). It is the responsibility of the bidder/respondent to ensure that it has obtained all such letter(s). By submitting a bid on this project, bidders/respondents shall be deemed to have received all Questions & Answers and to have incorporated them into this solicitation and resulting proposal response.

Furthermore, it is the responsibility of each Contractor to obtain any previous Questions & Answers associated with this solicitation

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