

**DALLAS/FORT WORTH INTERNATIONAL AIRPORT  
DESIGN, CODE AND CONSTRUCTION DEPARTMENT**

**ADDENDUM NO. 01  
FOR**

**STRUCTURAL INSPECTION PROFESSIONAL SERVICES**

**CONTRACT NO. 8500351**

**June 23, 2017**

The Request for Qualification Statements for the above is hereby revised as follows:

**RFQ Revisions**

1. Add attached Form 7 – Intent to Perform Contract as a M/WBE Subcontractor.
2. Revised Part 2, Item 5 Submittals table to the below (added Item # 8).

Item #	Required Qualifications Statement Submittal - Check Sheet	Check (√)
1.	Appendix 2 – M/WBE Certificates	
2.	Form 1 – Business Disclosure Form	
3.	Form 2 – Work Force Composition	
4.	Form 3 – Questionnaire	
5.	Form 4 – Commitment to Minority/Women Business Enterprise Participation Form	
6.	Form 5 – Schedule of Subcontractors (Preliminary)	
7.	Form 6 – Disclosure of Lobbying Activities	
8.	Form 7 – Intent to Perform Contract as a M/WBE Subcontractor	

**Schedule Revisions**

1. N/A

**Solicitation Questions (Q) and Answers (A)**

1.

(Q) – Page 4 of the RFQ – 6. Minimum Qualifications a) i) 3. Indicates “Advanced Training as required.” Can you please tell me or direct me to a source for determining what advanced training is required?

(A) – Examples of advanced training can be” DART (Dallas Area Rapid Transit), TEXRail and DFW SkyLink track awareness/rules training if working within their respective right-of-ways. Other training requirements may come up as the situation or specific DO scope may dictate.

2.

(Q) – Will any staff be required to reside at DFW?

(A) – No. Only requirement is a consultant staff member must be on-call within 2 hour drive of the airport for an emergency incident at all times.

3.

(Q) – Our firm is engaged in a program management contract for the TRIP program which will continue through the end of 2017. Are we conflicted out of responding to this RFQ.

(A) – No.

4.

(Q) – Does the Executive Summary count against the 20 page limit?

(A) – Yes. As detailed in the RFQ Part 2 Item 1. Formatting of Qualification Statements, “Resumes and forms (including attachments to such forms prepared by Respondent) do not count toward applicable page limits.”

5.

(Q) – On page 9 of the RFQ in section g) subsection ii) (8) (f), please clarify what is meant by: “Documentation submitted in response to the Clause entitled “Consultant Key Personnel/Resumes” will not count towards any page limits established in this RFQS”

(A) – Any and all documentation submitted in response to g) Consultant Key Personnel/Resumes will not count towards any page limits established in this RFQ.

6.

(Q) – There is language in the RFQ which reads, “Each respondent should have a minimum of 5 years’ experience in design, construction, and maintenance aspects in accordance with, but not limited to, the following: FHWA, NBI, TXDOT, AASHTO, ASTM, Local Building Codes, OSHA, AISC, and ASCE.” Is the RFQ calling for experience specific to TxDOT standards or will other Department of Transportation experiences meet the requirement?

(A) – TxDOT structural specific experience is required and other Department of Transportation structural experience is welcomed but would not count towards the 5 years’ experience requirement.

7.

In Response to conflict of interest questions please see the clarification below.

- (A) – Details of each Respondent's and their team's current contracts or services provided should be included with your response on Form 3 #9 of the Request for Qualifications Statement. It is the responsibility of the Respondent to fully examine and investigate their team's current contracts and engagements with the Board. The Board is aware of eight known conflicted contracts which are;
- i. 8500327-Program Management/Construction Management Services (With Federal Provisions)
  - ii. 8500329-Program Management/Construction Management Services (Without Federal Provisions)
  - iii. 8500334 – Design and Design Management (Federal Provisions)
  - iv. 8500333 – Design and Design Management
  - v. 8500332 – Design and Design Management
  - vi. 8500319 – Design and Design Management
  - vii. 8500304 – Design and Design Management
  - viii. 8500318 – Design and Design Management
- 2) To ensure no conflicts exist with firms contract, teamed or otherwise engaged in contracts 8500327, 8500329, 8500334, 8500333, 8500332, 8500319, 8500304 and 8500318, a letter from the Prime consultant of each contract is required that confirms the following;
- i. Their agreement to terminate Respondent's contract at the time of Respondent's notice of selection.
  - ii. The release of Respondent will in no way hinder their ability to meet all their contractual obligations to the Board. Upon notice of selection Respondent(s) must terminate any agreement, contract or relationship they may have in contracts 8500327, 8500329, 8500334, 8500333, 8500332, 8500319, 8500304 and 8500318.

## Form 7 INTENT TO PERFORM CONTRACT AS A M/WBE SUBCONTRACTOR<sup>1</sup> (Rev 12/1/2015)

The Airport requires that small, minority and woman-owned businesses be certified as S/M/WBEs by an approved certification agency as defined in the SBE and M/WBE Policy and Administrative Procedures. Effective 10/1/12, in addition to having a valid certification, MBEs, WBEs and SBEs must have a place of business in the Airport's market area<sup>2</sup> at the time of bid/proposal submission for credit towards meeting a contract goal.

1. Contract / Solicitation Number: \_\_\_\_\_
2. Name of Prime Contractor: \_\_\_\_\_
3. Address, City, State and Zip: \_\_\_\_\_
4. E-Mail Address: \_\_\_\_\_ Telephone: \_\_\_\_\_
5. The Prime Contractor designates the following person as their high-level official designated to administer and coordinate the efforts to carry out the S/M/WBE policy on behalf of the Prime Contractor:  
 \_\_\_\_\_ (Name and Title)

The undersigned S/M/WBE subcontractor is prepared to perform the following described work and/or supply the material listed in connection with the above project (where applicable specify "supply" or "install" or both):

- The undersigned S/M/WBE subcontractor has a place of business in the Airport's market area (*✓ if applicable*)
- The undersigned S/M/WBE subcontractor is not affiliated with the Prime Contractor as defined in the S/M/WBE Program Policies and Procedures.

1. Name of S/M/WBE Subcontractor: \_\_\_\_\_
2. Address, City, State and Zip: \_\_\_\_\_
3. E-Mail Address: \_\_\_\_\_ Telephone: \_\_\_\_\_
4. Scope of Work: \_\_\_\_\_
5. Price: \$ \_\_\_\_\_
6. S/M/WBE Certification # \_\_\_\_\_ Certification Agency: \_\_\_\_\_
7. 2<sup>nd</sup> Tier Subcontracting: \_\_\_\_\_% of the proposed subcontract described above will be sublet and/or awarded to **Non-S/M/WBE** contractor(s).

\_\_\_\_\_  
 (Signature of Owner, President or Authorized Agent) (Name) (Date)

### **DECLARATION OF PRIME CONTRACTOR**

I HEREBY DECLARE AND AFFIRM that as a duly authorized representative of the Prime Contractor stated above, I have personally reviewed the material and facts set forth in this form. To the best of my knowledge, information and belief, the facts and representations contained in this form are true and the owner or authorized agent of the S/M/WBE firm stated above signed this form in the place indicated, and no material facts have been omitted. The undersigned affirms that the Prime Contractor has no ownership or financial interest in the S/M/WBE subcontracting firm stated above. Except as authorized by the Vice President of Business Diversity & Development Department or his designee, the undersigned shall enter into a formal agreement with the listed S/M/WBE firm for work as indicated by this form within ten (10) business days after receipt of the contract executed by the Airport. The undersigned will, if requested, provide said Vice President or his designee a copy of that agreement within five (5) business days of the written request. Pursuant to State Law, any person [entity] who makes a false or fraudulent statement in connection with the participation of a S/M/WBE in any locally funded project or otherwise violates applicable program requirements may be referred for prosecution.

\_\_\_\_\_  
 (Signature of Owner, President or Authorized Agent) (Name) (Date)

<sup>1</sup> Any named person, firm, partnership, corporation, association or joint venture, as herein provided, identified as providing work, labor, services, supplies, equipment, materials or any combination of the foregoing, under Contract to a Prime Contractor on an Airport Contract at any tier.

<sup>2</sup> The Airport's market area is defined as the North Texas Commission twelve-county area of Dallas, Tarrant, Collin, Delta, Denton, Ellis, Hunt, Johnson, Kaufman, Parker, Rockwall, and Wise counties.