

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

**ADDENDUM NO. 01
FOR**

**CODE INSPECTION AND PLAN REVIEW PROFESSIONAL SERVICES CONTRACT
NO. 8500348**

July 31, 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.

(Clarification) – 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 the below known conflicted contracts;

- 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
- ix. 8500354 – Design and Design Management – Civil
- x. 8500347 – Design and Design Management – Civil
- xi. 8500353 – Design and Design Management – Civil (with Federal Provisions)
- xii. 8500346 – Design and Design Management – Civil (with Federal Provisions)
- xiii. 8500320 – Structural Inspection Services

To ensure no conflicts exist with firms contracted, teamed or otherwise engaged in the above contracts a letter from the Prime consultant of each contract is required that confirms the following;

- xiv. Their agreement to terminate Respondent's contract at the time of Respondent's notice of selection.
- xv. 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 the contracts above.

5) **Submittals** – The following submittals must be completed and submitted with each Qualifications Statement. This table is included for Respondent’s convenience and may be used to track the preparation and submittal of certain required information with its Proposal.

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<u>8.</u>	<u>Form 7 – Intent to Perform Contract as M/WBE Subcontractor</u>	

Form 7
INTENT TO PERFORM CONTRACT AS A M/WBE SUBCONTRACTOR¹ (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 area² 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. 2nd 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)

¹ 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.

² 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.