



**REQUEST FOR PROPOSAL ADDENDUM
PURCHASING OFFICE
CITY OF AUSTIN, TEXAS**

**DESCRIPTION: STRUCTURED CABLING SERVICES
RFP NO: BKH0153 ADDENDUM NO. 2
DATE OF ADDENDUM: 07/10/12**

This RFP is hereby amended to incorporate the following:

1. The RFP closing date and time has been changed
From: 07/11/11 at 2:00 pm
To : 07/18/11 at 3:00 pm
2. The written questions received and the answers thereto are as follows:
 - Q. Is there a bid bond required?
A. No. Only a Performance Bond and Payment Bond are required.
 - Q. Does the vendor used for achieving the WBE/MBE goals have to come from the commodity codes listed on the provided vendor list?
A. No; however, you must contact SMBR for a vendor list of any new Scopes of Work that the Offeror has identified.
 - Q. If I currently subcontract with a MBE, is a Good Faith Effort required?
A. No, as long as your subcontractors are certified with the City of Austin and all goals are met.
 - Q. Is a single award being made, or will there be a secondary and/or tertiary awards made?
A. A single award will be made.
 - Q. Would it be possible to get the amount of product (cable, patch panels, modules, etc.) purchased under the previous contract period?
A. After extensive research, The City of Austin only tracked the amount of funds used over the last contract not the amount of products used.
 - Q. What was the budgeted amount for the contract for the last year?

A. \$3,000,000

Q. Can multiple vendors and/or products be used per project?

A. No. This is outlined in the Scope of Work Section 2.1.1.1

Q. Clarification of No Contact requirements: Can discussions be held regarding other ongoing projects/contracts?

A. During the No-Contact Period, Offerors or potential Offerors are prohibited from making a representation to anyone other than the Authorized Contact Person in the Solicitation as the contact for questions and comments regarding the Solicitation.

Discussions with City Staff regarding other contracts and/or ongoing projects are not prohibited.

Q. Is it a requirement of this RFP to have been doing business for a minimum of 5 years in the voice and data, cabling construction trade?

A. The Contractor(s) must have a minimum of five (5) years of experience in the Voice and Data cabling construction trade.

Q. Is it a requirement that the technicians employed shall be fully trained and qualified as CommScope, Panduit, and Ortronics installers? As defined in Section 271000/Structured Cabling.

A. Personnel working on installation and termination of communications links must be certified by the applicable manufacturer prior to inception of work.

Q. Are CommScope, Panduit, and Ortronics company certifications required as part of the RFP Bid Response?

A. Personnel working on installation and termination of communications links must be certified by the applicable manufacturer prior to inception of work.

Q. Is it a requirement of all respondents to this RFP to have a full-time, BICSI RCDD on staff?

A. For some Work Orders issued under the Contract, the Contractor may be required to employ a Registered Communications Distribution Designer (BICSI RCDD®) that will be ultimately be responsible for the successful completion of the Work Order. The RCDD® must have a minimum of three (3) years of experience to ensure that he/she is qualified to lend adequate technical support to the field forces during installation, and during the initial and extended warranty and maintenance periods. Contractor must attach the designated RCDD®'s resume and RCDD® registration number to the RFP Response. Should the RCDD® assigned to City of Austin projects change, the new RCDD® assigned must also submit a resume for review by the City of Austin.

If, in the opinion of the City of Austin, the RCDD® does not possess adequate qualifications to support the projects, in addition to other contractual rights granted to the City, the City of Austin reserves the

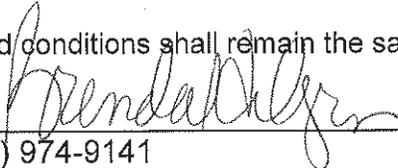
right to require the Contractor to assign a RCDD® who, in the City of Austin's opinion, possesses the necessary skills and experience required of this project.

Q. Are copies of our BICSI Certified Technicians required to be submitted with our response to this RFP?

A. The Contractor must have available installers and technicians on staff that are registered and/or certified by either BICSI or by other recognized trade organizations or cable manufacturer(s) and assign them to the City of Austin's projects. The Contractor must provide proof of certifications.

3. Section 0900 Pages 18-21 have been replaced by the attached pages.

4. All other terms and conditions shall remain the same.

APPROVED BY: 
Brenda Helgren, (512) 974-9141
Purchasing Office, Finance and Administrative Services Department

ACKNOWLEDGED BY:

BIDDER AUTHORIZED SIGNATURE DATE

RETURN ONE (1) COPY TO PURCHASING OFFICE, CITY OF AUSTIN, PRIOR TO CLOSING DATE OR WITH YOUR PROPOSAL; FAILURE TO DO SO MAY CONSTITUTE GROUNDS FOR REJECTION OF YOUR PROPOSAL.

SECTION VII — MBE/WBE COMPLIANCE PLAN CHECK LIST

The MBE/WBE *Compliance Plan* must be completed and submitted by the time specified in the solicitation documents. If the goals or subgoals were not achieved, Good Faith Efforts documentation must be submitted with the MBE/WBE *Compliance Plan*. All questions in Section VIII MUST be completed and submitted with the *Compliance Plan* if goals or subgoals are not met.

1. Were written notices sent to all MBE/WBEs from the Significant Local Business Presence (SLBP) availability list at least seven (7) business days prior to the submission of this *Compliance Plan*?

Yes No

2. Were two separate methods used to contact all MBE/WBEs from the SLBP availability list at least seven (7) business days prior to the submission of this *Compliance Plan*? Please list the two methods used to contact MBE/WBEs. (i.e. fax, email, mail, and/or phone)

Yes No

List Methods: _____

3. Were steps taken to follow up with interested MBE/WBEs? Yes No

4. Were advertisements placed with a local publication? (i.e. newspaper, minority or women organizations, or electronic/social media)?

Yes No

5. Were written notices sent to Minority or Women organizations? Yes No

6. Were additional elements of work identified to achieve the goals or subgoals?

Yes No

If yes, please explain: _____

SECTION VIII — MBE/WBE COMPLIANCE PLAN CHECK LIST CONTINUED....

7. Was SMBR contacted for assistance? Yes No

If yes, complete following:

Contact Person: _____

Date of Contact: _____

Summary of Request: _____

8. Were Minority or Women organizations contacted for assistance? Yes No

If yes, complete following:

Organization(s): _____

Date of Contact: _____

Summary of Request: _____

9. Is the following documentation attached to support good faith effort requirements to achieve goals or subgoals? (*Documentation is not limited to this list.*)

Yes No Copy of written solicitation sent to MBE/WBEs in SLBP area.

Yes No Two separate methods of notices sent to MBE/WBEs in SLBP area (fax transmittals, emails, and/or phone log).

Yes No Copy of advertisements.

Yes No Copy of notices sent to Minority and Women organizations.

Yes No Documentation that demonstrates efforts made to reach agreements with the MBE/WBEs who responded to Proposer's written notice? (i.e. copy of bids/proposals, spreadsheet breakdown of MBE/WBEs considered follow-up emails/phone logs and/or correspondence between Bidder and interested MBE/WBEs).

CONFIRMATION LETTER

(printed on Subconsultant letterhead)

Date

Contact Name
Business Name
Street Address
City, State Zip

Re: Solicitation # _____

Dear (Contact Name):

This letter is to confirm that (insert Subcontractor name here) is pleased to provide (insert Prime Contractor name here) (insert service here) for the above-referenced project.

If this confirmation is not for a rotation list, we understand that we will be completing ___% of the work on this project.

We look forward to working with you and the City of Austin should your team be awarded the project.

Sincerely,

(insert signature)

Contact Name
Title
Business Name