



# City of Austin

Founded by Congress, Republic of Texas, 1839

Contract Management Department, PO Box 1088, Austin, Texas 78767 Telephone 512/974-7181 Fax 512/974-7297

April 11, 2014

To: Consultants Requesting Request for Qualifications (RFQ) Package

Subject: RFQ for Floodplain Evacuation Support Services  
Solicitation Number CLMP153  
**ADDENDUM NO. 1**

## **ADDENDUM NO. 1**

This Addendum No. 1 modifies the solicitation issued on April 4, 2014.

### **1. REFERENCE: REQUEST FOR QUALIFICATIONS, p. 1 of 3**

- **DELETE THE FOLLOWING**

All City procurements are subject to the City's Minority-Owned Business Enterprise (MBE) and Women-Owned Business (WBE) Enterprise Procurement Program (Chapter 2-9-B of the MBE/WBE Ordinance, revised June 15, 2006). The program provides MBEs/WBEs opportunity to participate in all City contracts. Information on achieving the MBE/WBE participation goals or documenting good faith efforts to achieve the goals is contained in the MBE/WBE Procurement Program Package included in this RFQ packet. Entities submitting SOQs are required to complete and return the MBE/WBE Compliance Plan with their response.

- **REPLACE WITH THE FOLLOWING**

City procurements receiving federal funding are subject to Disadvantaged Business Enterprises (DBEs) requirements. The City of Austin is one of six members of the Texas Unified Certification Program (TUCP). DBEs are qualified for participation in federal Department of Transportation airport, highway, and public transit contracting projects across the State of Texas in compliance with Code of Federal Regulations (49 CFR Part 26 and Part 23).

The City of Austin's Small & Minority Business Resources (SMBR) Department certifies qualifying small businesses that are owned, managed, and controlled by both socially and economically disadvantaged individuals as Disadvantaged Business Enterprises (DBEs). Information on achieving the DBE participation goals or documenting good faith efforts to achieve the goals is contained in the DBE Procurement Program Package included in this RFQ packet. Entities submitting statements of qualifications are required to complete and return the DBE Compliance Plan with their response.

**2. REFERENCE: EVALUATION CRITERIA**

- DELETE IN ITS ENTIRETY
- REPLACE WITH EVALUATION CRITERIA-ADD 1\*

\*Note – Consideration Item 1, Consideration Item 3a, and Consideration 6 was modified to reference DBE information. Consideration Item 3a, the Maximum Points and total page limitation description was modified.

**3. REFERENCE: FORM 1 page 3 of 3**

- DELETE THE FOLLOWING

**SUBCONSULTANT INFORMATION**

Complete the MBE/WBE Compliance Plan in the MBE/WBE Procurement Program package. All subconsultant recommendations will be subject to approval by the City. If for any reason an MBE or WBE subconsultant must be replaced, the prime consultant firm will be required to make good faith efforts to replace with another MBE or WBE.

Attach a letter from each subconsultant on the proposed team, confirming that they have been contacted and are prepared to provide services for the project.

- REPLACE WITH THE FOLLOWING

**SUBCONSULTANT INFORMATION**

Complete the DBE Compliance Plan in the DBE Procurement Program package. All subconsultant recommendations will be subject to approval by the City. If for any reason an DBE subconsultant must be replaced, the prime consultant firm will be required to make good faith efforts to replace with another DBE.

Attach a letter from each subconsultant on the proposed team, confirming that they have been contacted and are prepared to provide services for the project.

**4. REFERENCE FORM 8**

- DELETE IN ITS ENTIRETY
- REPLACE WITH FORM 8 – ADD 1

**5. REFERENCE: FORM 9**

- DELETE IN ITS ENTIRETY
- REPLACE WITH FORM 9 – ADD 1

**6. REFERENCE: FORM 10**

- DELETE IN ITS ENTIRETY
- REPLACE WITH FORM 10 – ADD 1

**7. REFERENCE: FORM 11**

- DELETE IN ITS ENTIRETY
- REPLACE WITH FORM 11 – ADD 1

**8. REFERENCE: MBE/WBE PROCUREMENT PROGRAM PACKET**

- DELETE THE FOLLOWING IN ITS ENTIRETY
  - i. MBE/WBE Compliance Plan
  - ii. MBE/WBE Subconsultant Availability List
  - iii. MBE/WBE Address Labels Of Subconsultants
- REPLACE WITH THE FOLLOWING ATTACHMENTS
  - i. DBE Compliance Plan
  - ii. DBE Subconsultant Availability List
  - iii. DBE Address Labels Of Subconsultants

All other information in the Solicitation remains unchanged. Please remember this solicitation is currently in a “No Contact” period and all inquiries should be directed to the appropriate contact persons listed in the solicitation. If you have questions regarding this process and project related questions, you may contact me at (512) 974-9143 or [sofie.johnson@austintexas.gov](mailto:sofie.johnson@austintexas.gov) .

Sincerely,



Sofie Johnson, Buyer II  
Contract Management Department  
Contract Procurement Division

cc: Edward Campos, Division Manager, Contract Management Department  
Melinda Ruby, Project Manager, Real Estate Services

Attachments