

Expand Rotary House International Hotel

Addendum 3

RFI Questions and Answers

RFQ Closing: **2/12/2020** at **2:00 pm** (Local Time)Page 1 of 1Bid Number: **180206AE/JSW**Date: **2/4/19****BID MUST BE SUBMITTED ON OR ATTACHED TO THIS SIGNED FORM****RETURN BIDS AS SHOWN BELOW****Copies of bid, descriptive literature or supplemental materials required:****Nine (9)** Hardcopies, 1 Flash Drive**FAX or TELEX Bids Permitted:** NO**U.S. Mail /Hand Delivery/Express Mail/Courier Service****Address:** (Including Federal Express, UPS, etc.)

The University of Texas MD Anderson Cancer Center
Attn: Supply Chain Management
6900 Fannin, FHB10.1001
Houston, TX 77030

BIDS MUST BE SUBMITTED IN A SEALED ENVELOPE IDENTIFIED BY THE COMPANY NAME. BID NUMBER MUST BE SHOWN ON THE LOWER LEFT HAND CORNER OF THE ENVELOPE.

BIDS MAY BE SUBMITTED AT ANY TIME UNTIL BID CLOSING DATE.

THE UNIVERSITY OF TEXAS MD ANDERSON CANCER CENTER RESERVES THE RIGHT TO REJECT ANY AND ALL BIDS OR ANY PART THEREOF.

BIDDER MUST COMPLETE AND SIGN BELOW

Company Name: _____

Mailing Address: _____

(STREET OR BOX #)

(CITY)

(STATE)

(ZIP)

Telephone No.: _____ / _____

AC

Email Address: _____

(Authorized Signature)

(DATE)

(Typed or Printed Name and Title)

THIS RFQ IS A SOLICITATION FOR BID AND IS NOT A CONTRACT OR OFFER TO CONTRACT.

RFI Questions and Answers are attached.

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Expand Rotary House International Hotel
MD Anderson Project No.: FPDC-180206
RFQ No.: 180206AE/JSW

RFI Questions and Answers

Question #1: Section 2.3 PROJECT DESCRIPTION, SCOPE AND BUDGET (page 11) notes “possible relocation of the front desk and the expansion of the kitchen and dining areas.” Can you please confirm that these areas will be included as part of the interior design scope of work?

Answer #1: Depending on the final program, the current Rotary House front desk may be relocated or remain in place. A new front desk and lobby may be necessary for the new tower depending on the final concept design and program. Either or both will be required on the final scope of work upon final reconciliation of the program and preliminary cost estimate in maintaining the \$50,000, 000 Construction Cost Limitation budget requirements.
The kitchen and dining area renovation and expansion is required in the scope of work. Please see the Owner’s Pre-design Report, Attachment H, of the Draft Agreement (Agreement between Owner and Project Architect/Engineer.

Question #2: Section 3.2.2 CRITERION TWO: RESPONDENT’S ABILITY TO PROVIDE SERVICES (page 13) requests the three (3) most recent audited financial statements. As a privately held company, we do not release financial information. Does this pose as a problem?

Answer #2: All respondents have the ability to decide how to respond to the evaluation criteria. Answering incompletely may reduce a firm’s score when reviewed by the Owner’s selection committee.

Question #3: Is the relocation of the “front desk and the expansion of the kitchen and dining areas included in the \$50,000,000 CCL?

Answer #3: Answered within response to questions #1 above.

Question #4: Does the \$50,000,000 include the cost associated with the two proposed pedestrian bridges?

Answer #4: Yes, this scope of work is included within the \$50,000,000 CCL. The scope requirements do not include two sky bridge connections. Refer to Owner’s Preliminary Pre-design report.

Question #5: During the PreSubmittal meeting held on Friday, January 24, 2020, a PreDesign Report (PDR) including programming, issue identification and preliminary budget, were referenced by MDACC. We do not find the PDR in the published RFQ. Could MDACC issue that report for our use? The presenter mentioned that the successful A/E team would build upon the information in the PDR.

Answer #5: The Owner's Pre-design report is included within the Draft Standard Agreement, Exhibit H, that was posted to www.mdanderson.org.

Question #6: In 3.4 Project Description, Scope and Budget there is the following statement: "Work is to include the development of design documents, site work, structure, utilities, complete build-out of the building, the pedestrian bridges from the hotel tower to nearby parking garages". Is there a requirement that our team would be responsible to provide the procurement agent for FF&E as part of our team and to be responsible for the procurement of all FF&E?

Answer #6: The Owner has the option to utilize the selected AE in house/consultant team to serve as the procurement agent for the selection and procurement of the FFE as an additional service or solicit services for an FFE procurement agent.

Question #7: In the Draft Agreement for Posting - Expand Rotary House AE, Section 14.6, 'Review Stages', it lists drawing packages required at the end of SD, DD and then at 50%, 75% and 90% CD. Per Exhibit F, Project Milestone, it lists out additional review submittal sets during the SD and DD phases. How many printed client review sets and associated cost estimates will be required during the SD, DD and CD phases?

Answer #7: Please see AE Standard agreement, 14.6, outlines the review stages at each design document phase (Schematic, Design Development, and Construction Document Phases). Reviews will be conducted as outlined in Exhibit F of the Agreement between Owner and the Project Architect/Engineer- See below.

14.8-Provide 5 full size and 15 half size sets per each phase of development for client review as outlined within Exhibit F below.

The 100% page turns can be conducted digitally.

The AE team will be required to provide cost estimates for the programming phase, at the completion of the schematic design phase, design development phase and following Construction document phases, see 14.7 of the Agreement between Owner and the Project Architect/Engineer. Also, see 1.1.15 of the Agreement between Owner and Project Architect/Engineer.

14.8 **Review Documents.** Project A/E shall, at its expense, furnish and deliver to Owner for Owner's review, the following number of sets of review documents at the required review stages. Review documents shall also be furnished in Adobe PDF format:

Schematic Design:	(5 Full Size & 15 half size) sets
Design Development:	(5 Full Size & 15 half size) sets
Construction Documents:	(5 Full Size & 15 half size) sets for each stage of % complete

Exhibit F:

Schematic Design Phase	
Owner Authorizes Project A/E to Begin	05.28.20
Project A/E Submits 50% SD Package	06.26.20
Project AE submits 95% SD Package	07.27.20
Owner Approves Schematic Design	08.19.20
Design Development	
Owner Authorizes Project A/E to Begin	08.19.20
Project A/E Submits 50% DD Package	10.08.20
Project AE Submits 75% DD Package	12.01.20
Project AE Submits 95% DD Package	01.20.20
Project AE Submits 100% DD for over the shoulder review	02.11.20
Owner Approves Design Development	02.12.20
Board of Regents CIP Approval	08.17.20
Board of Regents DD Approval	02.19.21
Owner Accepts Guaranteed Maximum Price Proposal (CM at Risk Projects Only)	05.12.21
Construction Documents Phase	
Owner Authorizes Project A/E to Begin	02.12.21
Project A/E Submits 50% CD Package	03.26.21
Project A/E Submits 75% CD Package	05.21.21
Project AE submits 95% CD Package	07.01.21
Project AE submits 100% CD for over the shoulder review	07.15.21
Owner Approves 100% Construction Documents	07.28.21