THE UNIVERSITY OF TEXAS
MD Anderson Cancer Center
Making Cancer History®

ADDENDUM 1:

RFQ TO PROVIDE FACILITIES COMMISSIONING SERVICES

Submittal Closing: **June 4, 2020** at **2:00 PM** (Local Time)

RFQ Number: **Commissioning Svcs IDIQ/FY20** Date: **5/14/2020**

THIS SIGNED FORM MUST BE SUBMITTED WITH QUALIFICATIONS SUBMITTAL AFTER THE EXECUTION OF OFFER

RETURN QAULIFICATIONS AS SHOWN BELOW

Responses must be submitted via email only to:

Mary Mueller
memuelle@mdanderson.org

QUALIFICATIONS MAY BE SUBMITTED AT ANY TIME BEFORE CLOSING DATE DEADLINE.

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

RESPONDENT MUST COMPLETE AND SIGN BELOW

Company Name: _____

Mailing Address: _____
(STREET OR BOX #)

_____
(CITY) (STATE) (ZIP)

Telephone No.: _____/_____

Email Address: _____

_____
(Authorized Signature) (DATE)

_____
(Typed or Printed Name and Title)

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

Agenda, HUB Tip Sheet and Pre-Solicitation Conference Attendance Roster are attached.

DIRECT QUESTIONS TO:

Mary Mueller: memuelle@mdanderson.org

The University of Texas MD Anderson Cancer Center

RFQ Commissioning Services FY20/ME
Pre-Submittal Conference

DATE: May 13, 2020

Meeting Tool: Skype

TIME: 10:00 to 11:00 AM

AGENDA

1.0 Introductions - 5 Minutes		**Presenter**	
A. Sign-in Sheet Will be posted based on Email RSVP	**Please send an email if you did not send an RSVP**	Mary Mueller	Sourcing Specialist
B. MDACC representatives introductions		Mary Mueller	
2.0 SCM Presentation - 15 Minutes	http://www.mdanderson.org/departments/bids	**Presenter**	
A. Overview: Current Bids Website		Mary Mueller	
B. RFQ Section 1 - Due Date & Time, Electronic Submission Section 1.5	**Due June 4 at 2:00 PM. 2 emails: Quals and HUB Letter**	Mary Mueller	
C. RFQ Section 2 - Scope of Services and Schedule		Mary Mueller	
D. RFQ Sections 3 & 4 - Criteria, Draft Agmt., Exec.of Offer, Format Rqmts.		Mary Mueller	
E. Attachment C - **RFIs Due** Friday, **May 15, 2020 @ 4:00 PM**		Mary Mueller	
3.0 HUB Presentation - 10 Minutes		**Presenter**	
A. Attachment B - HUB Rider 104-A Requirements		Barbara Howard	Sr. HUB Coordinator
B. HUB "Tip Sheet"		Barbara Howard	
C. HUB Questions: Directly to HUB Dept.		Barbara Howard	
4.0 Project Overview - 30 Minutes		**Presenter**	
A. Overview: Scope of Services		Rich Fitzgerald	Director Arch Svcs.
B. Overview: MDA Facility / Building Types & Locations		Rich Fitzgerald	
C. Overview: RFP Process		Rich Fitzgerald	
D. NOTE: Questions? Oral Statements not Binding, Please Submit RFI			
5.0 Adjourn			

University of Texas MD Anderson Cancer Center
Supply Chain Management
HUB & Federal Small Business Program

HUB Subcontracting Plan (HSP) Required Documents

Indefinite Delivery Indefinite Quantity (IDIQ) Process Flow

I. Respondent must submit a completed and signed Letter of HUB Commitment with the Qualifications Submittal. The letter can be found on page 8 of the Rider 104-A HUB Policy "Commodities and Other Services".

   a) Ensure the letter has been signed and appropriate RFQ number as well as the due-date are placed on company letterhead. Do not change the content of the letter.

II. Once an award(s) has been made, the successful respondent(s) will be required to submit a full HUB Subcontracting Plan.

Failure to submit the required Letter of HUB Commitment will result in rejection of the Qualifications Submittal.

Please contact Barbara Howard for all questions regarding the HUB Requirement

HUB & Federal Small Business Program

Barbara Howard, Sr. HUB Coordinator **713-794-3211** **bhoward@mdanderson.org**

Marian Nimon, Associate Director **713-745-8352** **mnimon@mdanderson.org**

THE UNIVERSITY OF TEXAS MD Anderson Cancer Center
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Sourcing & Contract Management

Pre-Submittal Conference

Meeting Roster

Project Name: Facility Commissioning Services on Miscellaneous Assignments of Limited Scope

Project No.: RFQ Commissioning Services FY20/ME

Method: Skype

Date: Wednesday, May 13, 2020 **Time:** 10:00 - 11:00 AM

	Name	Company Name	Phone Number/ Extension	E-mail Address	HUB? (Y/N)
1	KYLE LAMBERT	BURNS & McDONNELL	817-840-2875	klambert@burnsmcd.com	
2	MICHAEL GONZALES	JACOBS	210.219.7781	michael.gonzales@jacobs.com	N
3	BOB deVEYRA	QUESTIONS & SOLUTIONS ENG.	651.248.9566	Bob.deVeyra@qseng.com	
4	THERESA WARNER	QUESTIONS & SOLUTIONS ENG.	651.248.9566	Theresa.Warner@QSEng.com	
5	CLARE BURTON	RICE & GARDNER	713.482.2300	Clare.Burton@ricegardner.com	
6	RAYMOND V. MASON	BURNS & McDONNELL	832.214.2872	rmason@burnsmcd.com	
7	ASHLEY DOWNES	BERNHARD TME	520-323-2381	ADownes@bernhardtme.com	
8	MATTHEW FRITSCH	BERNHARD TME	713-766-4950	MFritsch@bernhardtme.com	
9	RENEE WALSTON	SALAS O'BRIEN	281.664.1900	Renee.walston@salasobrien.com	
10	TINA LAGARDE	SALAS O'BRIEN	281.664.1900	Tina.lagarde@salasobrien.com	
11	JONATHAN VAUGHAN	PAGE	713 658 2117	jvaughan@pagethink.com	
12	KYLE HUNTER	KCI TECHNOLOGIES INC.	281.900.9680	Kyle.Hunter@kci.com	

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	Name	Company Name	Phone Number/ Extension	E-mail Address	HUB? (Y/N)
1	JOSH BARNHARDT	ENGINEERED AIR BALANCE	281-873-7084	jbarnhardt@eabcoinc.com	
2	DARRYL HUFTON	AEI ENGINEERING	(443) 306-0087	dhuften@aeieng.com	
3	KHRIS HOUSE	AEI ENGINEERING	713.548.8912	khouse@aeieng.com	
4	KATHLEEN HUNTER	SMITH SECKMAN REID	615.460.0411	kgunter@ssr-inc.com	
5	MARK SMITH	SMITH SECKMAN REID	615.460.0411	msmith@ssr-inc.com	
6	TIM KILBY	DBR	713.914.4367	TKilby@dbrinc.com	
7	BRIAN GROSSE	NV5	832.726.0109	brian.grosse@nv5.com	
8	ALEX GONZALES	NV5	832.726.0109	alex.gonzales@nv5.com	
9	MIKE McCAIN	FACILITY DYNAMICS	281.386.1143	mmccain@facilitydynamics.com	N
10	JASON HIBBARD	FACILITY DYNAMICS	281.386.1143	jhibbard@facilitydynamics.com	N
11	ERICA ROBAU	WSP USA	713.229.7472	Erica.Robau@wsp.com	
12	MIKE BRUEGGERHOFF	WSP USA	713.237.8900	Michael.Brueggerhoff@wsp.com	

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	Name	Company Name	Phone Number/ Extension	E-mail Address	HUB? (Y/N)
1	TANYA ALVES	BURNES & MCDONNELL	602-717-7748	tmartella@burnsmcd.com	
2	SHANNON STEWARD	McKinstry Essention, LLC	303-590-5417	ShannonS@McKinstry.com	
3	BROOK MacFARLANE	McKinstry Essention, LLC	303-590-5417	brookm@McKinstry.com	
4	QUINN TOLBERT	McKinstry Essention, LLC	303-590-5417		
5	XAVIER FIGUEROA	CAMPOS ENGINEERING	972-807-8229	XFigueroara@camposengineering.com	
6	PAUL SMITH	INTEGRAL GROUP	512-888-9104	psmith@integralgroup.com	
7	DOUG EKSTROM	McKinstry Essention, LLC	469-804-3059	DougE@McKinstry.com	
8	MARY JACKSON	Bureau Veritas	800-733-0660	mary.jackson@bvna.com	
9	MELISSA NELSON	Bureau Veritas	800-733-0660	melissa.nelson@bvna.com	
10	RICH COMPTON	Bureau Veritas	800-733-0660	Richard.compton@bvna.com	
11	ANDRE A. LEHR	Braun Intertec	936.999.7077	ALehr@braunintertec.com	N
12	ANGELINA CISNEROS	TERRACON CONSULTANTS	713 329 2514	amcisneros@terracon.com	