



ADDENDUM 1:

COMMISSIONING SERVICES MAJOR PROJECTS

Submittal Closing: February 16, 2021 at 2:00 PM (Local Time)

Page 1 of 5

RFQ Number: Commissioning Services Major Projects FY21 ME

Date: 1/27/2021

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

SUBMIT QUALIFICATIONS 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.

LETTER OF HUB COMMITMENT MUST BE SUBMITTED AS A SEPARATE EMAIL.

RESPONDENT SHALL SUBMIT BOTH EMAILS WITH ATTACHED DOCUMENTS NO LATER THAN SUBMITTAL 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.

**Pre-Submittal Conference Agenda, Meeting Roster
and HUB Tip Sheet are attached.**

Direct Requests for Information (RFI) to:

Mary Mueller: memuelle@mdanderson.org

**RFQ Commissioning Services Major Projects FY21/ME
 Pre-Submittal Conference**

DATE: January 26, 2021

Meeting Tool: Skype

TIME: 1:00 to 2:00 PM

AGENDA

1.0 Introductions - 5 Minutes		Presenter
A. Meeting Roster to post per Email RSVP		Mary Mueller Sourcing Specialist
B. HUB Firms	Send email to confirm if you are HUB Firm	Mary Mueller
C. MDACC representatives introductions		Mary Mueller
2.0 SCM Presentation - 15 Minutes		Presenter
A. Overview: Current Bids Website		Mary Mueller
B. RFQ Section 1.5 - Due Date & Time, No Tolerance Late Submittal	Due Feb 16 @ 2:00 PM. 2 emails: SOQ and HUB Letter	Mary Mueller
C. RFQ Section 2 - 2.2 Services and 2.3 Schedule		Mary Mueller
D. RFQ Sections 3 & 4 - Criteria, Draft Agmt., Exec.of Offer, Format Rqmts.		Mary Mueller
E. Attachment C - RFIs Due Thursday, January 28, 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"	Will Post to Website	Barbara Howard
C. HUB Questions: Directly to HUB Dept.		Barbara Howard
4.0 Project Overview - 30 Minutes		Presenter
A. Overview: Scope of Services		James Loggins Sr. Project Manager
B. Overview: MDA Facility / Building Types & Locations		James Loggins
C. NOTE: Questions? Oral Statements not Binding, Please Submit RFI	RFI Due Jan. 28 @ 4 PM	James Loggins

5.0 Adjourn

Sourcing & Contract Management
Pre-Submittal Conference
Meeting Roster

RFQ Name: Commissioning Services Major Projects FY21 ME

Bid No.: Cx Major FY21

Method: Skype Video Conference

Date: Tuesday, January 26 , 2021 **Time:** 1:00 - 2:00 PM

	Name	Company Name	Phone Number/ Extension	E-mail Address	HUB? (Y/N)
1	AEI	Darryl Huften	443-306-0087	dhuffen@aeieng.com	
2	AEI	Khris House		khhouse@aeieng.com	
3	Altura Associates	Scott Brian	832-920-4101	sbrian@alturaassociates.com	
4	Altura Associates	Jeff Berge	877-572-6590	jberge@alturaassociates.com	
5	Arup Texas	Nataka White	713-331-5662	nataka.white@arup.com	
6	Bath	Allyson Trejo	361-992-2284	atrejo@bathgroup.com	
7	Bath	Brian Mende	361-992-2284	bmende@bathgroup.com	
8	BernhardTME	Ashley Downes	314-488-5358	adownes@bernhard.com	
9	BernhardTME	Craig Phillips	520-323-2381	cphillips@bernhard.com	
10	Braun Intertec	Andre Lehr	936-999-7077	ALehr@braunintertec.com	
11	Burns & McDonnell	Raymond Mason	346-514-5252	rmason@brunsmcd.com	
12	Burns & McDonnell	Kyle Lambert	346-415-5252	klambert@burnsmcd.com	
13	CannonDesign	Brett Farbstein	617-517-6243	bfarbstein@cannondesign.com	
14	Commissioning Consulting Services	Paul Smith	512-348-1252	psmith@avcxconsulting.com	
15	Commissioning Consulting Services	Bianca Medina-Leal		Bmedina-leal@avcxconsulting.com	
16	EEA	Dena Foster	512-744-4417	DenaFoster@eeace.com	
17	EEA	Toby Troberman		tobytroberman@eeace.com	
18	Engineered Air Balance	Justin Garner	281-873-7084	jgarner@eabcoinc.com	
19	Engineered Air Balance	Josh Barnhart	281-873-7084	jbarnhart@eabcoinc.com	
20	Engineering Economics, Inc.	Hillary Hanson	720-335-3300	Hillary.hanson@eeiengineers.com	

Sourcing & Contract Management
Pre-Submittal Conference
Meeting Roster

RFQ Name: Commissioning Services Major Projects FY21 ME

Bid No.: Cx Major FY21

Method: Skype Video Conference

Date: Tuesday, January 26 , 2021 **Time:** 1:00 - 2:00 PM

	Name	Company Name	Phone Number/ Extension	E-mail Address	HUB? (Y/N)
1	ETC Group	Bob Hooper	385-305-0900	rhooper@etcgrp.com	
2	Jacobs Buildings, Infrastructure	Robert L. Cox	919-649-5274	bob.cox@jacobs.com	
3	Jacobs Buildings, Infrastructure	Michael Gonzales		michael.gonzales@jacobs.com	
4	Leavy Engineering and Building	Michael E. Dudley	404-625-7145	mdudley@leavyengineering.com	
5	Merrick	Adolfo Salas	404-789-2712	Adolfo.Salas@Merrick.com	
6	Merrick	Gilles Tremblay	704-529-6500	Gilles.Tremblay@Merrick.com	
7	NORESCO	Colleen Stephens	303-459-7405	cstephens@noresco.com	
8	NORESCO	Mackenzie Hickey	303-459-7405	mhickey@noresco.com	
9	NV5	Alex Gonzales	512-377-1759	Alex.gonzales@nv5.com	
10	P2S Inc.	David Howard	562-497-2999	david.howard@p2sinc.com	
11	P2S Inc.	Mehdi Heydari	562-497-2999	mehdi.heydari@p2sinc.com	
12	Page	Jonathan Vaughn	713 658 2117	jvaughan@pagethink.com	
13	SSR	Billy Schlageter	713-353-2949	bschlageter@ssr-inc.com	
14	TBCx, LLC	Alison Andersen	480-621-3449	aja@tbcxinc.com	
15	TBCx, LLC	Todd Watson		taw@tbcxinc.com	
16	Terracon Consultants, Inc.	Angelina Cisneros	713-329-2514	amcisneros@terracon.com	
17	Terracon Consultants, Inc.	Jonathan Curtin	713-329-2514	jonathan.curtin@terracon.com	
18	WSP	Lee Bennett	713-237-8900	Lee.Bennett@wsp.com	
19	WSP	Mike Brueggerhoff	713-237-8900	michael.brueggerhorr@wsp.com	
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RFQ No.: Commissioning Services Major Projects FY21/ME

HUB 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 & Other Services.
 - a) Ensure the letter has been signed and appropriate RFQ/bid number as well as the due-date 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

Cynthia Booker, HUB Coordinator 512-322-3779 cbooker@mdanderson.org