



ADDENDUM NO. I

SUBJECT: Request for Competitive Sealed Proposals - Public Works Job Order Contracting (JOC) Program

RFCSP#: 2024-043

FROM: Jonathan Miranda, Procurement Administrator

DATE: May 30, 2024

**THIS NOTICE SHALL SERVE AS ADDENDUM NO. I –
TO THE ABOVE REFERENCED REQUEST FOR COMPETITIVE SEALED PROPOSALS**

This addendum is separated into sections for convenience; however, all Respondents, and other parties shall be responsible for reading the entire addendum. The failure to list an item or items in all affected sections of this addendum does not relieve any party affected from performing as per instructions, providing that the information is set forth one time any place in this addendum. These documents shall be attached to and become part of the Contract Documents for this project. The Respondent shall be required to acknowledge the receipt of this addendum.

1. The following changes and/or additions to the Contract Documents, via this addendum, shall apply to submittals made for and to the execution of the various parts of the work affected thereby.
2. Careful note of the addendum shall be taken by all interested parties and all trades affected shall be fully advised in their performance of the work involved.

GENERAL INFORMATION:

1. Addendum I is responding to majority of the questions asked during the pre-submittal, workshop and via Civcast. Remaining questions will be addressed on a forthcoming addendum.
2. The bid opening date is hereby extended to **Friday, June 14, 2024, at 2:00 pm** Central Standard Time.
3. Pre-Submittal Conference Presentation is attached.
4. Pre-Submittal Conference Sign-In Sheet is attached.
5. Workshop Conference Presentation is attached.
6. Workshop Conference Sign-In Sheet is attached.
7. Form 6 – Veteran-Owned Small Business (VOSB) Program Tracking Form is revised.
8. Form 7 – Local Preference Program Identification Tracking Form is revised.
9. Form 8 – Coefficient Proposal Form is revised.
10. Deleted Exhibit J – Federal Grant Provisions

**QUESTIONS SUBMITTED IN ACCORDANCE WITH SECTION IV,
PRE-SUBMITTAL CONFERENCE:**

On Wednesday, April 17, 2024, the City of San Antonio hosted a Pre-Submittal Conference to provide information and clarification for the Public Works Job Order Contracting (JOC) Program Request for Competitive Sealed Proposals.

Below is a list of questions that were asked at the pre-submittal conference. The City's official response to questions asked is as follows:

Question 1: Does the City have a historical volume per vendor per JOC contract base on the City's past experience with JOC contracts?

Response: There is no contract capacity per year nor per JOC contract as a requirement, but historically most JOC vendors who perform well are issued task orders totaling about \$3,000,000.00 per year/per contract.

QUESTIONS SUBMITTED IN ACCORDANCE WITH SECTION V, WORKSHOP:

On Wednesday, April 24, 2024, the City of San Antonio hosted a Workshop Conference to answer any questions bidders had regarding 4Click Cost Data software, Job Order Contracting (JOC) Coefficients, Small Business Economic Development Advocacy (SBEDA), and Civcast reminders on submission deadlines for the Public Works Job Order Contracting (JOC) Program Request for Competitive Sealed Proposals. Below is a list of questions asked at the workshop conference. The City's official response to questions asked is as follows:

Question 1: Will the workshop presentation be recorded?

Response: Workshop presentation was not recorded.

Question 2: On past performance, experience, references, are we able to use project managers from current city programs we are in?

Response: Yes, project managers from current city programs can be used as references if they will also be associated with this JOC.

**QUESTIONS SUBMITTED ON CIVCAST IN ACCORDANCE WITH SECTION IX,
RESTRICTION OF COMMUNICATIONS:**

Question 1: Will there be any Documents Posted for this JOC RFCSP?

Response: Documents have been uploaded to Civcast.

Question 2: Will we be required to provide a bonding letter showing that we can provide bonding to support the level of task orders in this JOC?

Response: No bonding letters are required with this solicitation.

Question 3: The drawings for the sample project show 1" = 20' but are not accurate when the drawings are scaled. Please advise whether we should use the dimensions provided or provide estimated figures?

Response: The differences observed in the drawings might stem from variances during copying and digitization, thus it's advisable to employ scales closely aligned with the provided measurements. Nevertheless, given the project's emphasis on leveraging RS Means and adhering to contract

coefficients rather than precise pricing, estimated values can be entertained as needed. Alternatively, it's worth noting that due to the accurate dimensions in the drawings, completing this exercise without resorting to a scale is feasible.

Question 4: Exhibit F Page 2, Division 2-Site Construction States: 2) Site grading including bldg. pad is balanced.

b) Avg cut/fill = 1.0. Is this specification implying we should expect to cut 1.0' of soil and remove from entire site? Then replace with 1.0' new fill?

Response: The value of "1.0" indicates a balance where the volume of material removed is equal to the volume of material added, hence maintaining the original ground level. This balance is often desired in construction projects to minimize costs and environmental impact. If the value deviates significantly from 1.0, it may indicate either excess material that needs to be removed (cut) or additional material required to be added (fill) to achieve the desired grade or slope. This lack of a delta is to avoid any haul off or added material to the site.

Question 5: It has been highly recommended that the Offeror purchase the Professional Tier 4Clicks subscription to prepare the Sample Project for the City of San Antonio Public Works Job Order Contracting Program? Please confirm.

Response: The software presented is an essential component throughout the duration of the contract for successful awardees. While the city initially recommended utilizing a trial version for respondents without current access, it's important to note that this option is no longer available from the software developer. Respondents are encouraged to use the Construction Cost Estimating Software of their choice (i.e., 4Clicks Professional Project Estimator Software, RS Means Construction Cost Estimating Software, etc.) to respond to the Sample Project.

Question 6: Can RSMeans Online be used instead of 4Clicks as the estimating tool?

Response: During the pre-solicitation meeting and workshop, it was communicated that a free version of RS Means data was accessible online. However, subsequent communication from the software developer has clarified that this free version does not meet the necessary requirements for our purposes. Respondents are encouraged to use the Construction Cost Estimating Software of their choice (i.e., 4Clicks Professional Project Estimator Software, RS Means Construction Cost Estimating Software, etc.) to respond to the Sample Project.

Question 7: Form 7 - Local Preference Program Identification Form references a solicitation name and number other than the Job Order Contracting Program RFCSP: 2024-043.

Response: Local Preference Program Identification Tracking Form 7, was revised. Please see revisions to documents section below.

Question 8: Please clarify if TBD is acceptable for the Participation Percentage/Dollar Amount on the VOSB form.

Response: TBD is acceptable. This solicitation is not eligible for a preference based on status as a veteran-owned small business (VOSB). Nevertheless, to determine whether the program can be expanded later, the City tracks VOSB participation at both prime contract and subcontract levels.

Question 9: The VOSB form lists the title and number as: Construction Manager at Risk for Carver Branch Library Renovation / RFQ: 24-042. Do we return this form as-is?

Response: Form 6 – Veteran-Owned Small Business (VOSB) Program Tracking Form was revised. Please see revisions to documents section below.

Question 10: The Local Preference form also lists the title and number as: Construction Manager at Risk for Carver Branch Library Renovation / RFQ: 24-042. Do we return this form as-is?

Response: Form 7 - Local Preference Program Identification Tracking Form was revised. Please see revisions to documents section below.

CHANGES TO RFCSP: REVISIONS

1. Section II. Scope of Work and General Requirements, Funding Sources:

DELETE: Language “See the general Federal Grant Provisions attached hereto as “Exhibit J”.

2. Section VI. Proposal Document Requirements and Evaluation Criteria, Statement of Qualifications, B. Understanding of the JOC Program Project and Proposed Management Plan (20 Points), 1.B Provide Scope of work definition, proposal, and UPB breakdown for the Sample Project (See Exhibit D, E & F and include with “Tab 11”):

DELETE: Language “Respondents can have access to a trial version of 4Clicks Professional Project Estimator (4Clicks) software, for the duration of the solicitation period.”

REPLACE: Language “Respondents are encouraged to use the Construction Cost Estimating Software of their choice (i.e., 4Clicks Professional Project Estimator Software, RS Means Construction Cost Estimating Software, etc.) to respond to the Sample Project.”

REVISE: Language “It is expected that the sample project will be created by Respondent with the Construction Cost Estimating Software of their choice and using all other parameters outlined with regard, but not limited, to (See Form #8 & Exhibit D & E):

- Respondents are to use the coefficient submitted in response to this RFCSP. (Form #8)
- Line-item definitions and explanations.
- Coefficient restrictions and allowances
- Respondents are to submit sample project as close as possible to the Preliminary Estimate format included on pages 18-20 on Exhibit F – Sample Project Package.

3. Section VI. Proposal Document Requirements and Evaluation Criteria, Statement of Qualifications, D. Coefficient Proposal (20 Points):

REVISE: Language “Respondents must submit a Coefficient to cover overhead, profit, and any other costs that are not included in the UPB, which for the purposes of this contract would be the Construction Cost Estimating Software of their choice.

REVISE: Language “The coefficient amounts are a maximum of what can be proposed. Respondent may reduce the amounts if applicable and within the capabilities of the Construction Cost Estimating Software of their choice if desired.”

4. Section VI. Proposal Document Requirements and Evaluation Criteria, Required Forms (to be uploaded individually in Civcast), 7. Coefficient Proposal Form (Form #8):

REVISE: Language “Respondent must submit the completed form, uploaded to Civcast. The Coefficient Factor for Standard/Normal Working Hours and for Non-Standard/Normal Working Hours must also be entered in the Bid Form section of the Civcast website at <https://www.civcastusa.com/bids>. Respondents must submit a Coefficient to cover overhead, profit, and any other costs that are not included in the UPB, which for the purposes of this contract would be the Construction Cost Estimating Software of their choice. The Respondent’s Coefficient is a numerical value, to three (3) decimal places, that the Respondent proposes as a multiplier to the UPB. If there is

a discrepancy between the Evaluation Coefficient on Form #8 - Coefficient Price Proposal Form, and the Bid Form section of the Civcast website, the Bid Form section of the Civcast website shall govern”.

REVISIONS TO DOCUMENTS:

1. Exhibit J – Federal Grant Provisions

DELETE FORM: Delete Exhibit J- Federal Grant Provisions.

2. Form 6 – Veteran-Owned Small Business (VOSB) Program Tracking Form.

REVISED LANGUAGE: “Solicitation Name/Number: Public Works Job Order Contracting (JOC) Program, RFCSP 2024-043”.

3. Form 7 – Local Preference Program Identification Tracking Form.


REVISED LANGUAGE: “Solicitation Name/Number: Public Works Job Order Contracting (JOC) Program, RFCSP 2024-043”.

4. Form 8 – Coefficient Proposal Form.

REVISED LANGUAGE: “Respondents must submit a Coefficient to cover overhead, profit, and any other costs that are not included in the UPB, which for the purposes of this contract would be the Construction Cost Estimating Software of their choice”.

REVISED LANGUAGE: “The coefficient amounts are a maximum of what can be proposed. Respondent may reduce the amounts if applicable and within the capabilities of the Construction Cost Estimating Software of their choice”.

END OF ADDENDUM No. I



Jonathan Miranda, MSJP
Procurement Administrator
Finance Department – Procurement Division