

Addendum No.3
Request for Qualifications RFQ No. P22/10046L
Construction Services

**Project: Job Order Contract (JOC) for Repair, Renovation, Replacement and JOC Qualified
New Construction**

Issue Date: January 14, 2022

ADDENDUM 3:

Request for Qualifications (RFQ) Document - Page 18 – letter L., ADMINISTRATIVE AND COOPERATIVE FEES – third paragraph - delete the following sentence, which is no longer part of the solicitation document:

“To compensate the contractor for the 6.25% ezIQC License Fee, the Contractor’s Adjustment Factors will be adjusted by dividing the proposed adjustment factors by 0.9375.”

Exhibit 1 – Sample Job Order Master Contract – Exhibit B, Insurance Requirements – has been modified. Note that this is a Sample Job Order Master Contract, and insurance requirements can be modified to specific job orders. A new Exhibit 1 with a revised Exhibit B, Insurance Requirements shall be posted to the Pima Community College Procurement webpage.

Exhibit 3 – Job Order Contracting Special Conditions – Item 3.2 – shall be modified to say “The Contractor shall have an office in the State of Arizona. An office is evidenced by a verifiable United States Postal Service (USPS) mailing address, telephone number, and possession of appropriate business licenses.”

Attendance Sheet for the mandatory pre-submittal conference held on January 7, 2022 shall be posted to the Pima Community College Procurement webpage.

Anti-lobbying Certification Disclosure Form is now part of the solicitation submittal documents – submit this completed form with the Mandatory certifications Form (page 23). This form has been posted to the Pima Community College Procurement webpage.

Questions/Inquiries with responses in **bold**:

1. Page 23- On the Mandatory Certifications Form, we initial A-C but on page 13 it states that the Mandatory Certifications Form has questions A-E. Where can we located d. Status With Regard To Debarment, Or Suspension By Any Governmental Entity and e. anti-lobbying certification and disclosure to initial?

PCC Response: See page 24, section b for debarment status. The Anti-lobbying certification form has be posted Pima Community College Procurement webpage.



2. Page 28- On the Firm's Qualifications and Experience Form, when we expand it, is there a page limit?
PCC Response: The response to Firm's Qualifications and Experience Form on page 28 should not exceed four pages.

3. Page 28- On the Firm's Qualifications and Experience Form, question E asks us to attach our response to the question and title it F. Did the College mean for us to label this as E instead since there is a question F?
PCC Response: Yes, the response to page 28, section E should be labeled E.

4. Page 28- On the Firm's Qualifications and Experience Form, question F asks us to attach our response to the question and title it H. Did the College mean for us to label this as F instead?
PCC Response: Yes, the response to page 28, section F should be labeled F.

5. What is the page limit for this project?
PCC Response: Fifteen (15) page limit for the information in Section 8, (SOQ Forms 1-5) pages 28-32.

6. Many of the questions in the RFQ are more geared towards CMAR rather than JOC and we wanted to verify that you wanted the following questions answered:
 - a. Estimating Complex Phased Projects: Describe the firm's qualification and experience with estimating large-scale, complex projects constructed in multiple, substantial phases. (Response should not exceed one (1) page. (pg 28)
PCC Response: Yes, this question should be answered.

 - b. Identify the person/group that will be responsible for cost estimating, creating and maintaining the Cost Estimate/Model throughout the Project? What methods and resources are used to develop the Cost Estimate/Model and how do you propose to reconcile the costs when there are discrepancies with the design professional's cost estimate? (pg 31)
PCC Response: Yes, this question should be answered.

 - c. Budget: Budget method and cost control. Define how change orders and other potential additional cost during the construction phase will be avoided and controlled. (pg 32)
PCC Response: Yes, this question should be answered.

 - d. Documents: Describe the methods used by the firm to check the quality and completeness of the firm's construction documents, such as coordination checklists and coordination review meetings. (pg 32).
PCC Response: Yes, this question should be answered.

7. It was mentioned by Ernie in the mandatory pre-submission meeting that an individual job size can be up to \$1M and called them capital projects. The RFQQual Page 7 PCC Table of Disciplines under General Construction states PCC Estimated Annual Contractor Value per Contractor is \$400,000.00. Which is accurate?
PCC Response: The figures in the table on page 7 are estimates. Although, it is possible that jobs could reach \$1 million.



8. Page 4, Section 2: Scope of the Project – This section (and other places within the RFQual) references a Construction Task Catalog containing Pre-priced Tasks for construction work with pre-set Unit Prices, and that all Unit Prices are based on local labor, material and equipment costs and are for the direction cost of construction. I understand this is part of Step 2 of the qualifications. Material cost instability is at an all time high in construction. Some materials have gone up as much as 100% in one year. The Pre-price Tasks are inclusive of “material”. It appears that submission of these Unit prices with adjustment factors are to be “guaranteed”. Is this correct? If so, for how long?

PCC Response:

- A. The adjustment factors will be constant for the life of the contract.**
- B. The Construction Task Catalog (Unit Price book) will be renewed annually on the anniversary of the contract.**
- C. Material Spike terms/conditions will be included in a separate addendum issued on or before January 19, 2022.**

9. Page 29 - Past Representative Projects Form response instructions are revised to reflect as indicated below.

PCC Revisions to Page 29:

Instructions - Provide at least four Owner/User references on projects listed in Section 1 and/or significant projects listed in Section 2. Only provide references for projects completed in the last five (per section 8.1.B). References will be checked for short-listed firms. Provide in the form below all of the following information for each reference: Names of Project Team Members for the projects shown above.

10. Exhibit 1 – Insurance and Bonds – Exhibit B – Insurance Requirements - 4. Errors & Omissions Liability – Question: the General Construction Services JOC, per Notice of Request for Qualifications (RFQuals) page 7, PCC Table of Disciplines estimates the General Construction PCC estimated annual contract value per Contractor is \$400,000.00. Why is E & O Insurance required for this low of an annual contract value? Will there be any design/build requirements in a \$400,000 a year contract? 15.4 of Exhibit 2, General Conditions, and other places throughout the RFQual discuss Design Services and the hiring of design professionals. Please confirm this is a requirement.

PCC Response: Exhibit 1 – Sample Job Order Master Contract – Exhibit B, Insurance Requirements. Note that this is a Sample Job Order Master Contract, and while these are typical required limits, insurance requirements may be modified to specific job orders.

11. Exhibit 1 – Insurance and Bonds – Exhibit B – Insurance Requirements - 7. Privacy, Security and Data Breach: Please confirm that \$3M is minimum coverage.

PCC Response: Exhibit 1 – Sample Job Order Master Contract – Exhibit B, Insurance Requirements. Note that this is a Sample Job Order Master Contract, and while these are typical required limits, insurance requirements may be modified to specific job orders.



12. Exhibit 1 – Insurance and Bonds – Exhibit B – Insurance Requirements - 5. Excess Liability: Please confirm that the umbrella for the JOC of an estimated value of \$400,000.00 annually is \$10M. Please confirm that Design Professional (E & O) is required for this JOC.
PCC Response: Exhibit 1 – Sample Job Order Master Contract – Exhibit B, Insurance Requirements. Note that this is a Sample Job Order Master Contract, and while these are typical required limits, insurance requirements may be modified to specific job orders.

13. RFQual – Section 3: Solicitation Terms and Conditions – 1. Statement of Qualifications Opening – this states “opened publicly”. What does this mean? Is every RFQ response going to be read at the public opening? Or just acknowledged as received and accepted?
PCC Response: With the submittals being received via do-bids-proposals@pima.edu in electronic form, there will not be a physical opening of submittals, rather an opening of electronic files. With a Request for Qualifications process, the contents of the Statements of Qualifications (SOQs) are confidential until after final award is made. A list of the SOQs received will be recorded, and that list will be made available after the opening date/time.

14. RFQual – Section 3: Solicitation Terms and Conditions – 11. Right to Use College Name Denied. Is this RFQual response considered “for public advertising”? In other words, can we use Pima CC logos, highlight PCC work performed ,etc. in our submissions?
PCC Response: As stated on page 10, section 11 of the solicitation document, you are denied the right of using in any form or media the name of the College for public advertising unless express permission is granted in writing by the College.

15. RFQual – Section 3: Solicitation Terms and Conditions – 13. Step One-Statement of Qualifications and General Provisions. e. this paragraph requires submission to be made only upon the Forms. For clarity, the forms are being provided in Word format for that specific reason, correct? This is so that a submission category that is may require more room than allotted to complete/fill can be accommodated. (except where the form instruction allows an attachment i.e. Firm’s Qualifications and Experience Form, Items E and F). Correct?
PCC Response: Yes, forms are provided in Word format to download, as indicated on page 27 of the solicitation.

16. RFQual - Section 6: Contract Award and Execution – K. Job Order Contracting Software. Is the Gordian JOC System Software (I’ve never used it) an all-inclusive management software to be used for all PCC JOC projects, payment per individual project/job? (example: we use Procore. We pay annual fee based on estimated projects active at any given time and revenues).
PCC Response: The eGordian application must be used for each job order. eGordian is an environment that allows the contractor to assemble their cost proposals for each job order using the Construction Task Catalog. The contractor can also fully document the detailed scope of work, store and submit copies of construction and shop drawings, pictures, pdf documents and subcontractor lists. The contractor will also have the ability to record key dates relating to each Job Order. Pay applications cannot be created within the application eGordian. The cost for the use of eGordian is a license fee of 6.25% of each Job Order awarded to the contractor. This license fee must be included in the contractors competitively bid adjustment factors.

All other Request for Qualifications (RFQ) No. P22/10046L information/terms and conditions not modified herein remain the same.

Please be sure to acknowledge receipt of any addenda in your response on page 21, Certification Form, in the specified area.

END OF ADDENDUM 3 – RFQ P22/10046L Construction Services - Project: Job Order Contract (JOC) for Repair, Renovation, Replacement and JOC Qualified New Construction

Thank you for your interest in Pima Community College.

Kevin Startt, Sr. Procurement Analyst