



CITY OF HOUSTON

Sylvester Turner

Mayor



George Bush Intercontinental ~ William P. Hobby ~ Ellington Airport

Mario C. Diaz
Director of Aviation

November 6, 2020

SUBJECT: Addendum No. 2

REFERENCE: Invitation To Bid (ITB) for TERMINAL A SIGNAGE & WAYFINDING PROJECT @ (IAH); Solicitation No. HWC-TAWAY-2021-007, Project No. 762A

To: All Prospective Bidders:

This Addendum is issued for the following reasons:

I. TO ANSWER QUESTIONS SUBMITTED BY PROSPECTIVE BIDDERS:

1. **Question:** For compliance with MWSBE thresholds, must MWSBE subcontractors be from the Houston area only, or can MWSBE subcontractors be from other areas in the US?

Response: All subcontractors must be certified by City of Houston Office of Business Opportunity to use credit towards the MWSBE goal

2. **Question:** Is additional information available regarding what MWSBE subcontractors are certified for use by the City of Houston? Can you provide a link to the City of Houston’s MWSBE vendor database?

Response: <http://houstontx.gov/obo/>

3. **Question:** Project drawings note that a significant amount of existing signage at the site will be demolished. Is this work in the signage fabricator’s scope? Will demolished existing signage need to be discarded by the Graphics Contractor?

Response: Demolition and removal is in the project scope and shall be included in the construction bid.

4. **Question:** Does Pay or Play program participation apply only to bidder employees, or does it also apply to all subcontractors used by the bidder?

Response: Pay or Play applies to Bidder employees if the contract is larger than \$100K, and to subcontractor employees if their contract is larger is than \$200K.

5. Question: Bid documents note that a DBE participation plan should be included with the bidder's response to the RFP, but there does not appear to be a form for this information. Is there a specific form required to provide information on DBE participation, or should that information be part of the MWSBE participation plan?

Response: This is not a DBE project, but a MWSBE project.

6. Question: Please confirm if the budget of this project is currently \$700,000.00?

Response: Per Section 01110, Summary of Work, 1.03.E The construction budget is \$900,000.00.

7. Question: Can you confirm that the entirety of this project needs to be completed after-hours (night work 10pm - 5am)?

Response: Yes.

8. Question: Confirm that patching, painting, and repairing of walls and surfaces from sign removals is to be included in our bid?

Response: Yes.

9. Question: Does the Pay or Play program apply only to Houston-area employees working on the project or all employees of bidder and subcontractors regardless of residence?

Response: It applies to all employees.

10. Question: The pre-bid PPT notes that "participating firms must be certified MWSBE." Can you confirm if this applied to prime bidders as well as MWSBE subcontractors?

Response: Please refer to the response provided in Question No. 1.

11. Question: On page three of the Signage and Wayfinding drawings it notes that "any floor penetration will need to be x-ray scanned," and "the contractor shall scan the area prior to core drilling of concrete structures." It also notes that "the general contractor shall include all x-ray and core drill costs."

Response: Please provide your specific question.

12. Question: Are the costs of x-ray scanning and core drilling to be included in the fabricator's bid costs, or are they the responsibility of others?

Response: Coring is in the project scope and shall be included in the construction bid.

13. Question: In general, does the phrase "general contractor" in the Signage and Wayfinding drawings refer to the fabricator responsible for signage fabrication and installation for this bid or to another entity?

Response: The General Contractor will be the contracting entity with the City. If the Fabricator is the contracting entity, then yes.

14. Question: Will the fabricator be provided production-ready digital artwork to produce signage, or will the fabricator be responsible for final signage design? What assets will the HAS team provide the fabricator in the way of graphic design production files?

Response: Final Artwork will be provided to the successful Contractor. The contractor will not be providing design work.

15. **Question:** On page three of the Signage and Wayfinding drawings it notes that “Demolition plans of existing wayfinding signage is not in scope nor included; survey, removal and/or relocation of existing signage is to be coordinated by the Contractor/Fabricator/Installer with HAS.” Are costs associated with demolition of existing wayfinding signage to be included in the fabricators bid prices?

Response: Drawings 1-1 thru 1-12 are issued for graphical information only. All demolition indicated in the plans shall be included in the construction bid.

16. **Question:** Will the fabricator be required to provide foreign language translations used within the wayfinding signage, or will translations be provided by HAS?

Response: All translations are provided to the contractor in the drawings, translations will be confirmed by HAS in the shop drawing submittals and will be in the provided in the artwork.

17. **Question:** Who is responsible for providing electrical service to illuminated signage? Will fabricator be responsible for installing wiring back to panel boards, or will this work be done by others?

Response: Electrical work is in the project scope and shall be included in the construction bid. All electrical work shall be done by licensed electricians and conform to all HAS and City requirements.

18. **Question:** If a bidder does not meet the parameters of the Hire Houston First program, should they exclude the HHF application and affidavit from their bid documents?

Response: Yes.

19. **Question:** Do the wage scale requirements noted on pp 186-207 of the Terminal A Signage & Wayfinding Document Vol. 1 of 3 apply only to fabricator’s labor at the work site, or do they also apply to labor at the fabricator’s shop facility and subcontracted labor that will not perform work at the site?

Response: No. Employees on site.

20. **Question:** Page 118 of the Terminal A Signage & Wayfinding Document Vol. 1 of 3 addresses pricing of change order work. Does the table on page 118 indicate that any work done by change order is limited to a 10% addition of overhead markup for all labor and material costs? Can you give an example of how this overhead markup would be calculated on work done via change order?

Response: Yes, please see Attachment B for an example of how a typical Change Order is calculated.).

21. **Question:** Can you confirm that HAS and the City of Houston are exempt from Federal Transportation and Excise Tax, and State sales tax for products incorporated in the Work? Can you provide additional information regarding what elements of the signage work would fall into the category of “products incorporated into the Work”? Will signage attached to the facility fall into this category?

Response: Yes, the City is exempt from payment of Federal Excise and Transportation Tax and Texas Limited Sales and Use Tax. Contractor’s invoices to the City must not contain assessments of any of these taxes. The Director will furnish the City’s exemption certificate and federal tax identification number to the Contractor if requested.

22. **Question:** Please describe what steps must be taken for fabricators to obtain sales tax permits in the State of Texas?

Response: Please go to the State Comptroller's web page, <https://comptroller.texas.gov/taxes/permit/>.

23. **Question:** For bidders from outside the State of Texas, will HAS/City of Houston be responsible for paying out-of-state sales/use taxes? Is HAS/City of Houston responsible for paying out-of-state sales/use taxes to out-of-state subcontractors working for the prime fabrication bidder?

Response: The City does not pay taxes. Contractor is responsible for sales/use taxes. HAS will provide exemption certificates etc. where we are authorized.

24. **Question:** Can you clarify what elements make up the Total Bid Price? Should the total bid price include all signage elements included in the Terminal A Signage & Wayfinding drawing package? Are quantities specified anywhere in the bid documents?

Response: The construction drawings and specifications determine all the elements that should be included in the total bid price, quantities are not specified.

25. **Question:** Can you clarify what elements are to be included in the Base Unit Price table, and indicate if these elements are to be provided as a lump sum or line item detail?

Response: The scope of work is defined in the drawings and specifications. All work defined by these documents is to be included as a lump sum that includes an allowance for permitting.

26. **Question:** Can you clarify what elements are to be included in the Extra Unit Price Table and indicate if these elements are to be provided as a lump sum or line item detail?

Response: This table has been removed, please refer to the revised 00410B document attached (Attachment C)

27. **Question:** Are there any cost elements to be included in the Cash Allowance Table other than Building Permit costs?

Response: Yes, please refer to the revised 00410B document attached (Attachment C).

28. **Question:** Can you clarify what elements are to be included in the Alternates Table costs? We only see one alternate in the Terminal A Signage & Wayfinding drawing package. Does a list exist of all alternates to be priced for the project?

Response: There are no alternates, please refer to the revised 00410B document attached (Attachment C).

29. **Question:** Must the bidder's bond form on page 31 of the Terminal A Signage & Wayfinding Document Vol. 1 of 3 be used for the bid bond, or can bidders provide an alternate bid bond form provided by their bonding company?

Response: Section 15-45 (e) of the City of Houston Code of Ordinances states:

“ For purposes of this section, bid bond means a valid and enforceable bond that is in substantial compliance with the following requirements:(1)The bond must be executed by a corporate surety authorized by the state board of insurance to conduct insurance business in the State of Texas and shall comply with any other requirements set out by law or included in the bid package.(2)The bond must be payable to the city.(3)The bond must be conditioned such that if the bidder is awarded the contract and then fails to execute the contract timely or to provide any required bonds timely, or to do both, then in that event the surety will be obligated to pay to the city an amount equal to the difference between the bid of the bidder on whom the bond was written and the bid of the bidder who is finally awarded the

contract and who executes the contract and provides the required bonds, up to the penal sum of the bond.”

30. **Question:** Please confirm that the bidder’s Quality Assurance Program must include staffing by the fabricator of either a Registered civil engineer or Engineer-in-Training at the work site.

Response: This requirement is for Civil Work only, however signs are required to be signed and sealed with an engineer’s seal.

31. **Question:** Does the Pay or Play program apply only to Houston-area employees working on the project or all employees of bidder and subcontractors regardless of residence?

Response: Please refer to the response provided in Question No. 9.

32. **Question:** The pre-bid PPT notes that "participating firms must be certified MWSBE." Can you confirm if this applied to prime bidders as well as MWSBE subcontractors?

Response: Please refer to the response provided in Question No. 1.

33. **Question:** In the pre-bid meeting, there was a contact for questions on the Pay or Play program, can we connect with that person during the RFP "quiet" period, or should all questions be submitted here?

Response: All questions must be submitted to the Procurement Specialist handling the solicitation.

34. **Question:** The bid documents also reference contact info for the City of Houston OBO who we need to talk to about MWSBE vendors and a database. Can you confirm that it is ok to reach out to City of Houston OBO during the "quiet" period?

Response: You can contact the HAS-OBO office for any questions regarding a firms MWBE certification. However, all solicitation/contract related questions must be sent to the Procurement Specialist handling the solicitation.

35. **Question:** Please see attached Drawing Question Attachment for the questions (see Attachment A).

Response: Please see responses in light-green-text in the attached Drawing Question Attachment sheet (Attachment A).

36. **Question:** If there is a discrepancy in QUANTITIES between location plans and message schedule-please confirm if one takes precedence over the other?

Response: Without knowing specific discrepancies, it is impossible to qualify this answer. Sheet number G0.002. Identifies what the process is for discrepancies.

37. **Question:** To make sure all bidders use a right prevailing wage for the labor on site-could you provide the prevailing wage for the sign installer category or suggest to us the right category of labor that we need to use the prevailing wage project. Sign installer is not a listed trade currently?

Response: Once the contract is approved and executed, an SF 1444 form must be submitted to add a wage scale. This item will be discussed at the Pre-Construction Meeting.

38. **Question:** Are we allowed to work 7 days a week from 10PM-6AM each night?

Response: Yes.

39. Question: Can you provide a plan view of the Illuminated column with design intent elaborated with material and vertical seam position

Response: Refer to 12/AG3.002 for plan view detail of illuminated column.

II. TO MAKE CHANGES TO PROJECT MANUAL

1. **Terminal A Signage & Wayfinding – Spec – Volume 1:**

- a) Replace Document 00410 – Bid Form with the Revised Bid Form (Attachment C)

III. TO MAKE CHANGES TO DRAWINGS

1. **Terminal A Signage & Wayfinding – Drawings**

- a) Update sheet A2.101B with A2.101B Addendum 2 (Attachment D);
- b) Update sheet A2.101C with A2.101C Addendum 2 (Attachment E);
- c) Update sheet A2.101D with A2.101D Addendum 2 (Attachment F);
- d) Update sheet A2.201C with A2.201C Addendum 2 (Attachment G);
- e) Update sheet G0.001 with G0.001 Addendum 2 (Attachment H).

When issued, Addendum shall automatically become part of the solicitation documents and shall supersede any previous specification(s) and/or provision(s) in conflict with this Addendum. Addenda will be incorporated into the Contract as applicable. It is the responsibility of the bidder(s) to ensure that it has obtained all such Addenda. By submitting a bid on this project, bidder(s) shall be deemed to have received all Addenda and to have incorporated them into this solicitation.

If further clarification is needed regarding this solicitation, please contact Warren Ching, Sr. Procurement Specialist, via email at warren.ching@houstontx.gov.

DS DocuSigned by:
LPW Cathy Vander Plaats
02232028DE99414...
Cathy Vander Plaats
Procurement Officer
Houston Airport System

ATTACHMENTS:

- A. Drawing Question Attachment Addendum 2;
- B. Change Order Example Addendum 2

SPECIFICATIONS:

- C. 00410 Revised Bid Form Addendum 2;

DRAWINGS:

- D. A2.101B Addendum 2;

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- E. A2.101C Addendum 2;
- F. A2.101D Addendum 2;
- G. A2.201C Addendum 2;
- H. G0.001 Addendum 2