

TOMBALL INDEPENDENT SCHOOL DISTRICT

Request for Qualifications for Professional Services Consultants on an Indefinite Delivery,
Indefinite Quantity (IDIQ) Basis
RFQ-IDIQ #992-25/31

Addendum No. 03

July 21, 2025

Questions and Clarifications to the RFQ Document:

1. Note: during the Pre-Proposal meeting, respondents were instructed to follow up with questions asked in that meeting in writing. The response to all questions submitted in writing to date are listed below. If you do not see your question asked during the meeting, please submit them in writing according to the RFQ if still required.
2. *Question:* In reference to RFQ-IDIQ #992-25/31, the response form is protected by a password, and it was not provided in the RFQ. Can you please provide that in order for us to input information on the required excel sheet?

Response: Refer to Addenda previously posted and the revised response form.

3. *Question:* The sign-in sheet from the Pre-Proposal meeting is attached to this Addendum.

Response: N/A

4. *Question:* Regarding the 10 requested projects, can we highlight K-12 projects that were completed longer than 60 months ago?

Response: No. To keep an equal comparison, we are looking for work completed in the same time frame listed. However, you may submit any additional project information you feel is appropriate under Section 3.

5. *Question:* Can we submit education facilities projects that are for colleges vs K-12 schools to reach the 10 projects limit?

Response: Yes, refer to IX.N under Frequently Asked Questions.

6. *Question:* If the answer is yes to the above two questions, is there a preference for one over the other (older K-12 projects or newer higher education projects)?

Response: There is no preference beyond the information requested in the RFQ in response to the question asked.

7. *Question:* Could you please clarify whether the submittal for Architectural Services and Interior Design Services must be submitted as two separate proposals, or if a single proposal with clearly delineated sections for each category would be acceptable

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Response: Respondents must submit a separate response sheets for each discipline they are interested in being considered for. One submission by a firm does not automatically include that firm for consideration in any other disciplines. But there is only one submission which may have multiple discipline submissions.

8. *Question:* Would the District be willing to share an Additions & Deletions Report for the AIA Agreement provided in Addendum 1?

Response: We are working on getting a response to this question.

9. *Question:* Specifically, Cell B35, (Number of K-12 school projects completed in Harris and contiguous counties with the same client). Could you please clarify whether Tomball ISD is asking for the number of projects completed with a specific architect or client in those counties? If so, is the architect – LAN?

Response: Not by Architect or with LAN. It is projects the respondent has completed with any client in the geographical bounds noted.

10. *Question:* A company representative was at the Pre-Proposal meeting yesterday and said that two addendums were issued and a third would be issued. I have not received those. Could you please forward them to me?

Response: The first two Addenda were posted prior to the Pre-proposal. The 3rd is this response and will be published Monday, 7-21. No, we do not send posted data via email. It is the respondent's responsibility to check and download all addenda.

11. *Question:* In the RFQ, Section 2, do we have to have a divider for services that we are not responding to? Or do we just have dividers for the (2) services we are responding to?

Response: You only need to provide information for what you are submitting. Please be sure to provide a response N/A or Not Responding if not submitting for each discipline if requested. Please be sure to select the correct discipline in Cell 7B. See item IX.G under Frequently Asked Questions for more information.

12. *Question:* For Section 2 Data, quantity of RFI's, Change Orders, Contractor claims is noted. For representative K-12 experience our projects may not be in an IDIQ prime arrangement to meet the 10 projects for listing. Therefore, as a subconsultant role, should we provide information we're aware of specifically related to our discipline? I.e. if structural engineer, our specific quantity of RFI's, change orders, and/or delay claims filed related to our work on the representative projects?

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Response: You only need to respond to the question in this instance as it applies to you. For example, if you were the Civil Engineer on a project, you only need to address the items which relate to Civil Engineering.

13. *Question:* Please confirm that if unsuccessful in award of a discipline submission for this IDIQ, firms remain eligible to participate as subconsultants direct to an Architect or other awarded prime consultant. In other words, consultants selected for a project are not restricted to use pre-approved “selected” consultants related to other disciplines eligible within this IDIQ.

Response: A respondent may propose any discipline or multiple disciplines for which they are qualified. Whether the respondent was selected in a discipline or not, the respondent is not disqualified from working as a subconsultant for another firm.

End of Addendum



RFQ-IDIQ #992-25/31
Pre-Proposal Meeting
Sign In Sheet

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