



**IDEA Headquarters**  
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## RFP Addendum

Date: 03/25/2022

### **RFP: #1-JOC-FCLTY-2022 Construction Services**

To: All Prospective Vendors:

Addendum: Clarify Term Date on RFP and Answer Vendor Questions

IDEA would like to clarify the term date on the RFP: #1-JOC-FCLTY-2022 Construction Services “term of proposal date” on page 4, first paragraph of Bid Notes. That date should read May 31, 2024 and not May 31, 2023.

- 1. Question:** We receive the above RFP, will you please send the roofing and waterproofing proposal scopes (services) of what you want submitted? We have a contact with TIPS, will you be purchasing off a contract or wanting generic RS Means pricing?

**Answer:** This RFP serves the purpose of creating a vendor pool of JOC vendors for IDEA Public Schools who will be able to perform construction projects. The scopes of these projects will be determined on an as needed basis. IDEA does not intend to use a purchasing cooperative for JOC vendors for the regions within which this RFP will be awarded. IDEA is asking for a competitive pricing coefficient to be applied to RS Means pricing.

- 2. Question:** How far is IDEA’s reach in Texas? Trying to decide if this opportunity makes sense for us or not.

**Answer:** IDEA Public Schools serves students in many regions in Texas. IDEA intends to award multiple vendors based on regional availability. We request that you outline your regional availability as part of your response to this RFP. The regions are outlined on page 38 of the RFP.

- 3. Question:** My question is: Is this solicitation for roofing repairs / maintenance / replacement ONLY? OR for all types of Construction Services?

**Answer:** IDEA is searching for contractors who are able to perform all construction services. Please specify which trades your company will be able to either self-perform or subcontract.



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4. **Question:** Thank you for the time in conducting today's pre Bid Proposal Here are some questions we need clarification on: 1. We are unable to locate the "Proposal Sheet" noted in section 5 (page 32 of RFP) 2. Please define "Contingencies" in section 8C (page 21 of RFP )

**Answer: 1.** The reference to the "Proposal Sheet" is incorrect. Please indicate your pricing coefficients in the "Bid Attributes" table on pages 4-12 of the RFP. 2. Contingencies may be added at IDEA's discretion on a per project basis.

5. **Question:** During Pre-Proposal meeting, a question was asked if this RFP was only for Contractors or sub-Contractors as well?

**Answer:** IDEA is searching for contractors who are able to perform all construction services. Please specify which trades your company will be able to either self-perform or subcontract.

6. **Question:** During Pre-Proposal meeting, a question was asked if this RFP would go through Cooperatives?

**Answer:** IDEA does not intend to use a purchasing cooperative for JOC vendors for the regions within which this RFP will be awarded

7. **Question:** During Pre-Proposal, a question was asked if Division 1 will be allowed on this contract?

**Answer:** Yes, Division 1 is allowed.

8. **Question:** What is the RS Means book to be used? Also bare cost or OH&P?

**Answer:** IDEA plans to use the Gordian 2022 RS Means Price Book. Once requested, OH&P can be included in your project specific itemized proposals.



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**9. Question:** How do we obtain plans?

**Answer:** This RFP serves the purpose of creating a vendor pool of JOC vendors for IDEA Public Schools who will be able to perform construction projects. The scopes of these projects will be determined on an as needed basis. Plans will be available on a per project basis once these needs have been identified and designed.

**10. Question:** I received this email and I would like to know if there is a way to register as a vendor online? If so, can you please provide me with the information.

**Answer:** The #1-JOC-FCLTY-2022 Construction Services RFP Bid Package can be found through the Tyler Munis link below (once registered) or the IDEA Webpage link also shown below.

<https://selfservicetx.ideapublicschools.org/mss/default.aspx>

<https://ideapublicschools.org/our-story/finance-budget/> - Request for Proposal and then Open Solicitations

In addition to instructions included as part of the Pre-Proposal video recording posted as part of Addendum 1, a guide/attachment to register for the Tyler Munis site will also be including in the addendum. If further issues or questions arise with registering, please contact <mailto:munissupport@ideapublicschools.org>

**11. Question:** I have received an RFQ for the above referenced project in the Subject Line (#1-JOC-FCLTY-2022 Construction Services). Would you please email me at your earliest convenience a copy of this RFQ as I want to make sure I have received the right document. I believe the one I have was from an RFQ notification service website.

**Answer:** Same answer as number 10.

**12. Question:** It asked me to signed in with my name and email address to register, however, there is nothing else to add other than a phone number that the system tells me there is an error when I add a phone number. Is there a way to register as a vendor?

**Answer:** Same answer as number 10.



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**13. Question:** The link you sent does not work. I got an email to confirm my email but it tells me there is an internal system error. I guess I will try again later.

**Answer:** Same answer as number 10.

**14. Question:** Please provide a BID package at your earliest convenience. Thank you in advance.

**Answer:** Same answer as number 10.

**15. Question:** I'm having trouble registering on the Tyler Self Service platform. The system is not sending out confirmation codes that are necessary to move through the registration process. Please send any files associated with the RFP other than the individual file sent with the announcement on March 11, 2022. If there is only one file, please confirm.

**Answer:** Same answer as number 10.

**16. Question:** Tyler site has server errors. Cannot register.

**Answer:** Same answer as number 10.

**17. Question:** We will submit on this proposal, please send us the proposal form.

**Answer:** Same answer as number 10.

**18. Question:** Are you able to send me over the packet details with online submission instructions?

**Answer:** Same answer as number 10.

**19. Question:** Received the Job Order Contracting Request for Proposal from IDEA Public Schools last week for construction services and wanted to confirm if there was any additional information or a bid packet besides the attachment sent in the original solicitation?

**Answer:** Same answer as number 10.



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**20. Question:** Do I need to sign and return this packet or is it just for us to keep for future reference?

**Answer:** Same answer as number 10.

**21. Question:** We are interested in submitting a proposal for the JOC Construction Services for IDEA Public Schools. At your earliest convenience, please send me the bid package.

**Answer:** Same answer as number 10.

**22. Question:** Attached and Below is the information I have from the project documents. The Bluejean system thinks that the meeting is over with, and the phone call-in seems to be missing a "Participant ID #."

**Answer:** A video recording of the Pre-Proposal Meeting held March 23, 2022 can either be found in link below or through the Tyler Munis link below (once registered) or the IDEA Webpage link also shown below.

<https://bluejeans.com/playback/guid/ODE5ODkxNjMwOjUyMjgzNC01NDRlZjMxMC0zMTAwLTQ2MmItODFiOS1mYmU0ZGJjZTkwYjA=>

<https://selfservicetx.ideapublicschools.org/mss/default.aspx>

<https://ideapublicschools.org/our-story/finance-budget/> - Request for Proposal, Open Solicitations, #1-JOC-FCLTY-2022 Construction Services.

**23. Question:** I am attempting to login, however I am getting a no meeting is scheduled notice. Is there a meeting today?

**Answer:** Same answer as number 22.

**24. Question:** Good morning, we are attempting to join the pre-bid meeting. The system is asking for a participant passcode was this code going to be sent by IDEA?

**Answer:** Same answer as number 22.



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**25. Question:** Meeting link is not working. What is the Pass Code?

**Answer:** Same answer as number 22.

**26. Question:** My team was unable to access the pre bid meeting on phone or online.

**Answer:** Same answer as number 22.

**27. Question:** Is the Pre-Proposal meeting still scheduled for this morning? I'm not able to connect via web or phone dial-in. Please advise.

**Answer:** Same answer as number 22.

**28. Question:** We would like to join the meeting this morning at 11:00. I clicked on the link and I get an error message. Has the meeting time been rescheduled?

**Answer:** Same answer as number 22.

**29. Question:** What is the passcode to get into the meeting? We're having trouble logging in.

**Answer:** Same answer as number 22.

**30. Question:** Is there a passcode?

**Answer:** Same answer as number 22.

**31. Question:** I was unable to log in at the start of your meeting on Wednesday but was able to catch the last half. You mentioned you would be sending a packet out but I have not received it as of yet. Are you able to send it over so I can fulfill all of IDEA Schools requirements?

**Answer:** Same answer as number 22.



## HOW TO: Register to the Vendor Self Service site

Navigate to the vendor self-service site

<https://selfservicetx.ideapublicschools.org/mss/default.aspx>

Munis Self Service

IDEA Public Schools Texas : Vendor Self Service

IDEA Public Schools

**Munis Vendor Self Service Login Information:**  
Your login credentials are the email address and password used when registered.  
To report issues with your vendor account contact  
IDEA Munis Support at [munisupport@ideapublicschools.org](mailto:munisupport@ideapublicschools.org).

**IDEA Employees ONLY:**  
If you're trying to reach the **Employee Self Service** site click [HERE](#).

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Click on the link to register for a new account

tyler identity  
a total tyler solution

Identify. Authenticate. Empower.

Sign in to your account

Email  
Email is required

Password  
Password is required

Remember me

[Register for a new account](#) **SIGN IN**

[Forgot password?](#) [Forgot username?](#)

Fill out the account registration form.

Once registered navigate back to the [login page](#) and enter your email and password

Register for a new account

Email \*  
vendor@yourcompany.com

First name \*  
Your

Last name \*  
Company

Password \*  
.....

Confirm password \*  
.....

Error retrieving password policy. Please contact your system administrator.

CANCEL REGISTER

Once logged in, you will be able to add your phone number and update contact

information

User Self-Service

Name  
Test account

Email  
vendor@yourcompany.com

Mobile Phone Number  
xxx-xxx-xxxx

Voice Phone Number


Password

Manage linked accounts




Once again navigate to the Vendor Self Service [log in](#) page where you will be already signed in ( if not just enter your log in information)

You will see the vendor self service tab, click there to open the vendor profile options



**Munis Self Service**

**IDEA Public Schools Texas : Vendor Self Service**



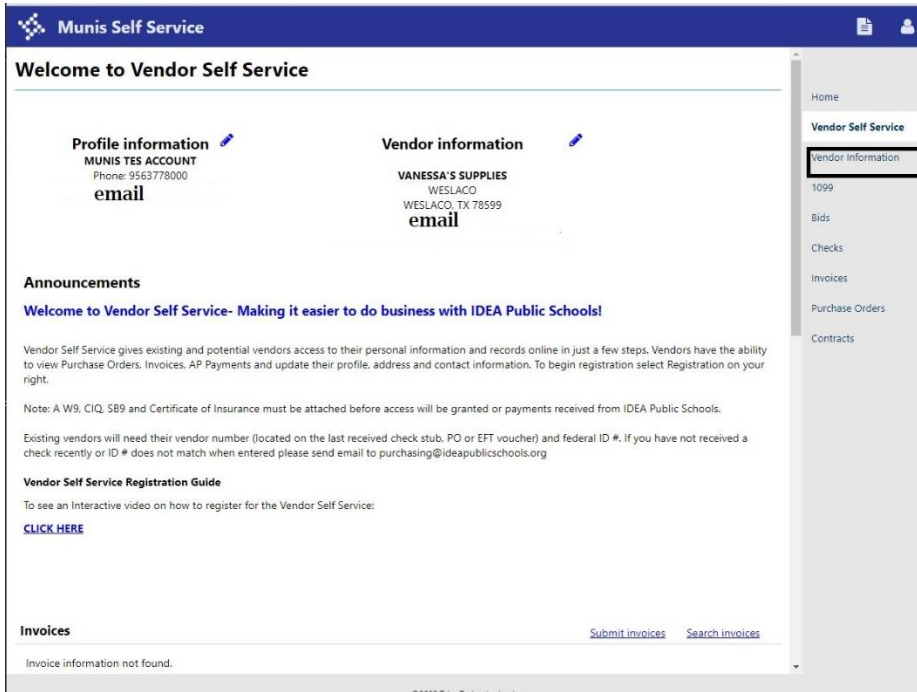
**Munis Vendor Self Service Login Information:**  
Your login credentials are the [email address and password](#) used when registered.

**To report issues with your vendor account contact**  
IDEA Munis Support at [munissupport@ideapublicschools.org](mailto:munissupport@ideapublicschools.org) .

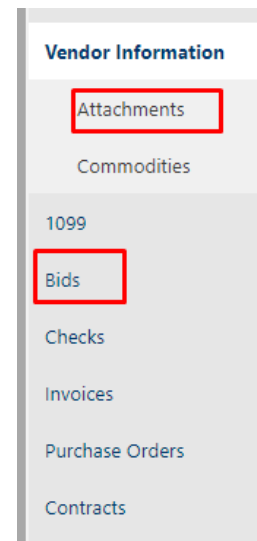
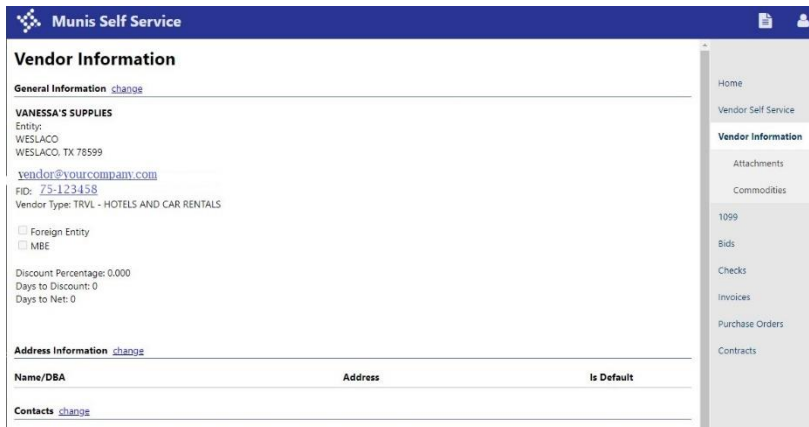
**IDEA Employees ONLY:**  
If you're trying to reach the **Employee Self Service** site click [HERE](#).

Home  
Vendor Self Service

Under the vendor information tab, you will be able to update:  
address, email, and contact information.



upload documents and access bids



For technical issues please email [munissupport@ideapublicschools.org](mailto:munisupport@ideapublicschools.org)