



IDEA Headquarters
2115 W. Pike Boulevard
Weslaco, Texas 78596
Phone 956.377.8000
Fax 956.447.3796

Request For Qualifications Addendum Addendum Number 1: RFQ Questions & Answers

Date: Friday, January 17, 2025

RFQ #29-ENGR-0225 Structural and Civil Engineering Services for Tarrant County

To: All Prospective Vendors

The following questions were sent in response to the referenced solicitation for further clarification. Questions and Answers are listed below.

Question 1: Would IDEA Public Schools accept and evaluate submissions from firms specializing in only civil engineering or only structural engineering, or must firms demonstrate qualifications in both disciplines to be considered responsive to this RFQ?

Answer: Yes, proposer firm needs to clearly identify the area that they are submitting "Civil Submission Only", "Structural Submission Only", "Civil / Structural Submission -Both" on the front page of your submission.

Question 2: Is this RFQ geared toward new design buildings or is this more for figuring out what needs to be fixed and replaced?

Answer: Both

Question 3: What can be expected of the Civil Engineering portion of this RFQ? Is Civil Engineering a large part?

Answer: Civil Engineering services is part of the RFQ, and requests will be made on case by case basis

Question 4: Are you seeking multiple vendors to have on hand or are you seeking one firm to complete all work?



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Answer: As stated in the RFQ, "Qualified Respondent(s) will be placed on a list of qualified vendors available for campus/departmental use in the Texas region." Please refer to *Part I – General Information and Instructions: Scope of Work*.

Attachments: Pre-Qualification Meeting PowerPoint Slides

End of Addendum



IDEA Public Schools
Request for Qualifications (RFQ)
For
29-ENGR-0225
Structural and Civil Engineering Services for
Tarrant County

Pre-Qualification Meeting

Monday, ,January 13, 2025 @ 10:00 AM CST

Delilah Veliz, Procurement Analyst



Recording

This meeting will be recorded and transcribed for future reference

Please type your name, title, phone number, email address, and organization in the chat



Pre-Qualification Agenda

- Welcome
- Agenda & Solicitation Overview
- Statement of Qualifications Submission & Selection
- Project Scope and Overview
- Q&A
- Wrap-up





Point of Contact (POC)

All inquiries regarding this solicitation should be directed to IDEA's:

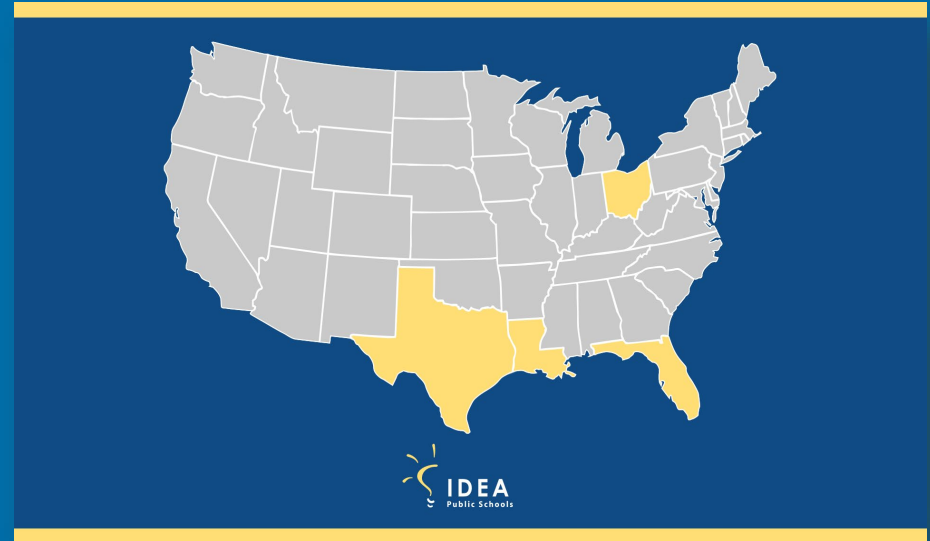
Procurement Department

solicitations@ideapublicschools.org



Disclaimer

- This Document serves to aid interested vendors doing business with IDEA. This Document does not constitute legal advice or bind IDEA in any manner. Anything stated at this pre-submittal conference is not intended to change any terms and/or conditions stated in the advertised solicitation document. Any authorized changes will be made in writing in the form of an Addendum issued by IDEA Procurement Department.





Solicitation Overview

Purpose: IDEA Public Schools is seeking Statement of Qualifications from qualified and experienced firms to provide professional civil and structural engineering services for IDEA Public Schools.

⚠ *Qualified Respondent(s) will be placed on a list of qualified vendors available for campus/departmental use in the Texas region.*

The detailed scope of work and vendor requirements can be found in Part I – General Information and Instructions under Scope of Work within the RFQ documents.

Solicitation Overview Continued

Attachment I – RFQ Completion Checklist

The documents below are **required** for statement of qualifications submission to be considered complete. Failure to submit the required documents may result in a statement of qualifications being deemed nonresponsive.

- Firm Overview
 - Name, address, and contact information
 - Overview of the firm's history, size, and areas of expertise
- Relevant Experience
 - Description of similar projects completed within the last five years
 - References from previous clients, including contact information
- Team Qualifications
 - Resumes and certifications of key personnel who will be assigned to this project
 - Description of roles and responsibilities of each team member
- Approach to Scope of Work
 - Detailed description of the firm's methodology for delivering the services outlined in the scope of work
 - Proposed project schedule and milestones
- Licenses and Certifications
 - Proof of licensure to practice engineering in the State of Texas
 - Any additional certifications relevant to the scope of work
- Attachment A: Title Page
- Attachment B: Respondent Certification
- Attachment C: Certification Regarding Lobbying
- Attachment D: Debarment or Suspension Certification
- Attachment E: Reference Sheet (minimum of 3 verifiable references)
- Attachment F: Recent and Ongoing Projects (minimum of 5 projects in the past 5 years)
- Attachment G: Proof of Insurance or Bonding
- Attachment H: Deviations and Exceptions
- Attachment I: RFQ Completion Checklist
- By selecting this checkbox, the vendor acknowledges and agrees to the terms and conditions outlined in this solicitation document.**



Request for Qualifications Tentative Timeline

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|--|---|
| RFQ Issue Date: | Wednesday, January 8, 2025 |
| Pre-Qualification Meeting | Monday, January 13, 2025 @ 10:00 AM CST via Microsoft Teams |
| Respondent Question Cut-Off Date: | Tuesday, January 14, 2025, at 12:00 PM (CST) |
| Addendum Issue Date: | Friday, January 17, 2025 |
| Statement of Qualifications Due Date & Time: | Wednesday, January 22, 2025, at 12:00 PM (CST) |
| Evaluation Period: | January 24, 2025 – January 27, 2025 |
| Board Meeting: | February 28, 2025 |



Submittal Procedures

Due: Wednesday, January 22, 2025 @ 12:00 PM CST

Statement of Qualifications may be submitted using the [Tyler Munis Self-Service](#) website (TEXAS ONLY), [Public Purchase](#), or by sending a hard copy to:

IDEA Public Schools
Attn. Purchasing Department
2115 West Pike Blvd
Weslaco, TX 78596

Statement of Qualifications must be in a sealed envelope marked with the RFQ Number and Title (29-ENGR-0225 Structural and Civil Engineering Services for Tarrant County) and include:

1. One (1) clearly identified hard copy ORIGINAL of the Statement of Qualifications response.
2. One (1) copies of the Statement of Qualifications on FLASH DRIVE, marked with the Respondent's name.

Note: Submissions via fax or email will not be accepted.

The respondents' Statement of Qualifications itself shall be organized as identified in *Part I, Statement of Qualifications Submission Requirements*.



RFQ submissions must be clearly marked with the RFQ number and title!



RFQ Submittal Requirements

- Each submission must be organized and follow the required format as stated in the RFQ
- Each submission must include all the required information and documentation specified within the RFQ
- Each section must be appropriately tabbed and inclusive of all required submittals

Evaluation Criteria



| | |
|-----------|---|
| 50 Points | Prior Experience: Firm has demonstrated extensive knowledge and experience in providing Professional Civil and Structural Engineering consulting services with projects similar in scope in K-12 school districts and/or public charter schools in Texas utilizing Attachment F – Recent and Ongoing Projects. |
| 20 Points | Planning & Design Approach: Firm provided an Approach to Scope of Work on how it will work with IDEA Public Schools to meet the scope of work specified in the RFQ. Firm’s planning and design approach meets IDEA’s standards. |
| 20 Points | Key Personnel: Firm has active and ready employees to support project initiatives. Individual firm key employees assigned to the team must demonstrate personal experience with construction/renovation projects at different levels of complexity. This experience must be represented in each key discipline appropriate to the project scope including but not limited to architectural, structural, civil, mechanical, electrical, and technology. It is highly desired that the designated project manager has extensive experience in construction/renovation projects with varying degrees of complexity and work phasing. *RESUMES AND CERTIFICATIONS REQUIRED UPON RFQ SUBMISSION |
| 10 Points | References: Firm has provided a minimum of three (3) verifiable references utilizing Attachment E – Reference Sheet for projects similar in scope of work. References have provided positive feedback on the firm’s capability of meeting previous project schedules and deadlines, professionalism, quality of work, and availability to begin work. |





Closing

If you haven't already, please type name, title, contact information, and organization in the chat

