



The Woodlands Township

Request for Qualifications Materials Testing Contract Number- C-2023-0243

Addendum 1

August 11, 2023

Note: This Addendum shall be included as part of the Request for Qualifications Documents. It will not count toward the maximum number of pages for proposals.

1. Can someone who does not have a P.E. license be proposed for the Lead Technical Professional? We have qualified staff who have many years of relevant materials testing project experience, but do not have a P.E. license.
 - a. Revise following statement- "Only one individual should be designated as Project Manager and must be a licensed engineer in the State of Texas at the time of submission and must be employed by the Respondent and not by a proposed sub-consultant" to "Only one individual should be designated as Project Manager and must be a licensed engineer in the State of Texas at the time of submission and must be employed by the Respondent and not by a proposed sub-consultant. If Project Manager is not a licensed engineer in the State of Texas, proposal must identify how Project Manager is supported by licensed engineer(s) in the State of Texas which are employed by the submitting firm, not by a proposed sub-consultant."
2. Is there an Equity such as MWBE/DBE percentage requirement?
 - a. No.
3. Verify Primary Consultant may use subconsultants and have them listed for point score in the proposal.
 - a. Please see section C (Page 4 of 22 of the RFQ) which outlines how the use of subconsultants is to be identified.
4. We understand to follow requested page limits on specific qualifications per RFQ. Although is there an overall page limit for the entire submittal?
 - a. 12 pages are identified for items A-G as outlined in the RFQ. Résumés and supporting documentation are not included in these totals.
5. On page 4 of the RFQ document under the submittal requirements section, it states, "Requests for Qualifications should contain, at a minimum, the following." Does this mean that we are allowed to include other content such as cover page, cover letter, table of contents, and tab dividers?
 - a. Yes.

6. Can we include a cover letter for our submittal? I see the page limits for Sections A through G, but I want to make sure we would still be in compliance if we added a cover letter at the beginning of our proposal.
- a. See response to Question 5.

This Addendum must be *Signed & Returned* with your proposal

Signature

Name (please print)

Date

Company