



**ADDENDUM NUMBER: 1**

**For**

**RFQ# 742-22-188-3  
Midland Campus Expansion  
at  
The University of Texas Permian Basin**

**University of Texas Permian Basin  
4901 E. University Blvd.  
Odessa, TX 79762**

***The following revisions, additions and clarifications shall be incorporated in the Request for Proposal referenced above. All other provisions of the Request for Proposal shall remain unchanged.***

***Submitted Questions and Answers below:***

- 1) A list of interested A/E/C firms that I might be able to review. We're interested in submitting our qualifications for consideration, but we would typically meet other firms through the pre-submittal conferences, and I understand there is not one for this opportunity.

**ANSWER: Correct, there will be no pre-submission conferences for this RFQ.**

- 2) Would UTPB allow submission by a firm that specializes in Campus Master Planning and Programming for this RFQ? We have inhouse registered architects that would lead the process, but we do not develop or prepare construction documents as part of our pre-design planning for university campuses. The nature and scope of the effort is common to our core competency and capabilities.

**ANSWER: Yes, UTPB allows submission by a firm that specializes in Campus Master Planning and Programming for this RFQ.**

- 3) Is this request open to employment/staffing companies or are you seeking a consulting firm to bid out the various levels of the project?

**ANSWER: We are only seeking consulting firms to bid out various levels of project.**

- 4) Based on the RFQ there are no pre-submission conferences and only prime-firm teams will be considered. We would not be PRIME and will need to team with other A/E's.

- Will a list be generated of interested PRIME A/E firms?
- If not, will you provide the firm names that generate the questions in relation to the RFQ?

**ANSWER: No list will be generated of interested PRIME A/E firms nor will we provide the firm names that generate the questions in relation to the RFQ.**

- 5) I am writing in reference to the UTPB Midland Campus Expansion RFQ No: 742-22-188-3. In section 1.5.2 it states, "Submit one **(1) electronic copy** of the Qualifications. **An original signature must be included on the "Respondent's Statement of Qualifications and Ability to Undertake the Project" document submitted with each copy.**" In section 1.5.3 it states, "**Submit one (1) original (electronic copy) and one (1) copy of the HUB Subcontracting Plan (HSP) as separate attachments to the Qualifications** as described in Section 1.13." But it then goes on to say, "Qualifications materials must be enclosed in a **sealed envelope (box or container)** addressed to the Point-of-Contact person; the package must clearly identify the submittal deadline, the RFQ number, and the name and return address of the respondent. **Submit one original and one copy of the HUB Subcontracting Plan in a separate attachment apart from the submittal of qualifications.**"

Can you please clarify exactly what you're wanting and in what format? Would you like only electronic submittals or would you like 1 electronic copy and 1 printed copy with wet signatures of each (the qualifications and HUB Plan)?

If so, would you like the electronic copy on a usb drive or in some other format?

**ANSWER: Proposals may be submitted via email, mail or hand delivery. Please submit one (1) original and one (1) usb drive, for mail or hand delivery. If submitting as an email, one (1) attachment is sufficient. HSP plan needs to be sent separately from the bid proposal either as an email, mail or hand delivery as well. Submit the HSP plan one (1) original and one (1) usb drive in a separate envelope if submitting in mail or in person, and as a separate attachment if submitting by email.**