



RAILROAD COMMISSION OF TEXAS

PROCUREMENT AND CONTRACT MANAGEMENT DEPARTMENT

ADDENDUM #1 **(Posted to ESBD as Package 3)**

DATE: 09/28/2017
RFP#: 455-18-8654
TITLE: PROFESSIONAL ENVIRONMENTAL ENGINEERING SERVICES

PROPOSAL DEADLINE: **OCTOBER 18, 2017 AT 3:00 PM CT (AS REVISED UNDER ADDENDUM ITEM #1)**

ADDENDUM ITEM #1:

REVISED PROPOSAL DEADLINE: **WEDNESDAY, OCTOBER 18, 2017 AT 3:00 PM CT**

ADDENDUM ITEM #2:

Purpose of this Addendum is to publicize submitted questions with answers.

No.	QUESTIONS	ANSWERS
1	<p>We seek to make our summary of personnel qualifications as clear and complete as possible for the RRC's review. However, the terms "Respondent," "engineer," "company," "entity," "Contractor," and "Vendor" are used in different sections of the RFQ with some apparent interchangeability. While the term "Respondent/Proposer" is defined in the RFQ ("Definitions", page 3 of 63), the definition itself introduces some uncertainty as it is unclear when the term "Respondent" (which seems to be interchangeable with "engineer" in some sections) is used, whether this is intended to be only a singular person or if the characteristics across an entity may be provided.</p> <p>a. For instance, in Section 1.4, page 4 of 63, the RFQ includes within the minimum qualifications for the "Respondent," that the "Respondent" be a Texas Licensed Professional Engineer. In other sections, the RFQ requests the license number, business identification numbers, and a signature of the "Respondent." This implies the "Respondent" is a singular person (who may own the business entity with multiple personnel).</p>	<p>"Respondent/Proposer" is interchangeable with engineer, company, contractor, and/or vendor.</p> <p>Definitions in RFQ:</p> <p>Respondent/Proposer: An individual or entity qualified to provide the goods and/or services sought by Commission pursuant to this RFQ and who may ultimately be selected to carry out the requirements stipulated in this RFQ and any resulting contract.</p> <p>Respondent's Employee(s)/Respondent's Personnel: Any and/or all of the following, without limitation to: employees, leased employees, agents, officers, directors, staff, independent contractors, contractors, or subcontractors, or any individuals furnished, referred, or provided by the Respondent for the purposes arising out of or related to this RFQ, the Respondent's Statement, and the contract, if any, that results from the award made by RRC to the Respondent.</p> <p>The entire team does not need to be licensed engineers.</p> <p>Yes, attachments 2 and 3 should be recreated to include all key staff.</p>

	<p>b. In other areas, the RFQ asks for information that could, in context, be assumed to apply to multiple individuals. For instance, in section 3.16.1.c. (pg. 14 of 63), the RFQ states “The engineer shall demonstrate the capability to perform the services described in the generalized scope of services.” It seems unlikely that the RRC expects all services to be provided by a single person and thus this description appears to request that the respondent has a team that has the capabilities to respond to all of the activities outlined under the Scope of Services. This practice renders makes uncertain 1) of what requirements apply only to the “Respondent” (the signer for a business entity) and what apply to a team of personnel (ex. does the entire team need to be licensed engineers?) and 2) where, and in what format, RRC would best like to see the qualifications of the Respondent, versus those of “key staff,” versus those of other team members (ex. Should Attachments 2 and 3 be recreated for each individual or just the signer of the document? Should qualifications of “key staff” be in its own section? Is “key staff” limited to employees or does it include all “Respondent Staff” as defined in the RFQ?). It would also be helpful to understand what RRC considers “key staff” (Section 2.5.2, page 7 of 63).</p> <p>Again, we wish to present the requested information in as clear and organized a fashion as possible. Also we are cognizant that the responses we will provide in the Qualifications Statement will be included in the terms of the Contract. As such, we request further clarification on this issue.</p>	<p>Key Staff is defined as the Principal, the Contract Manager, the Project Manager, and the Engineer and any other professional licensed personnel working under this contract.</p> <p>Key Staff may be respondent’s employees or subcontracted personnel.</p>
2	<p>Section 1.4.2 (page 4 of 63) states, “Respondents must be a Texas Licensed Professional Engineer (P.E.) with an educational background in civil engineering...” P.E.s serving in the environmental engineering industry typically hold on of a variety of educational backgrounds which can include civil engineering but also may include chemistry, chemical engineering, physics, mechanical engineering, geology, geological engineering, environmental sciences, environmental engineering, and others. Does the RRC mean to specifically limit responses to those individuals with civil engineering educational backgrounds only? If this is the case, it is possible for this requirement to be met by a team member with the Respondent’s company and not, necessarily the signer of the Qualifications Statement (similar to Question 1 above)?</p>	<p>Yes, the team member can meet the requirement. Also, revise 1.4.2 to say: “Respondents must include a Texas Licensed Professional Engineer (P.E) with an educational background in engineering (civil, environmental, petroleum, or chemical preferred) and strong experience in environmental assessments, site investigations, remedial designs, and remedial action oversight at oil and gas industry exploration and production (E&P) sites and associated facilities across the state. Copies of resume, applicable certificates, and current licenses (or wallet cards) must be included in Attachments 2A & 2B”.</p>
3	<p>Section 1.4.2 and 1.4.4 (page 4) and others of the RFQ specifically request information regarding experiences at oil and gas (O&G) industry exploration and production (E&P) sites and “associated facilities” (Section 1.4.2, page 4 of</p>	<p>The respondent may provide experience from a variety of contamination sites including midstream and downstream sources similar to upstream sources. However, strong O&G E&P experience is desirable.</p>

	63). Recognizing that many of the activities described in Section 2.2 Scope of Services (pages 5 and 6 of 63) are industry agnostic (i.e. are very similar, if not identical, at many types of contaminated sites including O&G midstream and downstream sites, chemical manufacturing sites, and waste disposal sites, as well), does RRC intend that the experiences/qualification information provided by the Respondent be limited to <u>only</u> those individuals who have direct upstream (i.e. E&P) O&G experience or, are staff with downstream and other industry experiences considered qualified for the purposes of the Statement of Qualifications? Similarly, does the requirement for upstream experience directly relate to the signator (the "Respondent") of the Qualifications Statement, or is it sufficient that the Respondent's staff have E&P experience?	
4	Section 2.4 (page 6 of 63) states that the Contractor will be required to maintain professional liability insurance in a minimum coverage of \$1,000,000. Does the RRC have any specific requirements related to the insurance requirements of subcontractors? Is general liability insurance required of contractors or the Respondent? If so, in what amount?	The respondent must bind any subs to the same requirements of this contract.
5	Section 4.2.28 (b) (page 25 of 63) states that "RRC shall approve in writing, all subcontractors." At what point in this process is this approval required? Is approval expected before the submission of the Qualifications Statement, during the contract process, or after a contract has been awarded? Upon what will the RRC base its consideration and approval?	The approval will be during the contract evaluation process. Subcontractors providing service under the resulting contract shall meet the same requirements and level of experience as required of the Respondent.
6	Section 4.2.28(b) 1 (page 25 of 63) states "Subcontractors providing service under the resulting contract shall meet the same requirements and level of experience as required by the Respondent." Similar to Question 1 here, do <u>all</u> of the "Respondent" requirements apply including the requirement to be a P.E., with a civil engineering educational background, etc. etc.? Must all carry \$1,000,000 in professional liability insurance, etc.? Are attachment packages, references, etc., required for each subcontractor? If not, please describe what information is required specifically for subcontractors.	Just as stated, in RFQ documents, "Subcontractors providing service under the resulting contract shall meet the same requirements and level of experience as required by the Respondent."
7	Section 4.2.28 (b) 2.i. (page 26 of 63) states " <i>Respondents planning to subcontract all or a portion of the work to be performed under this Contract shall identify the proposed subcontractor on Attachment 4, HUB Subcontracting Plan Form.</i> " Given that (per Section 2.3 Work Orders, page 6 of 63), that an executed contract potentially resulting from the submission of a Qualifications Statement is not an authorization to perform work and that, until a work order is issued, the actual scopes of work to be provided are unknown, how would RRC expect that the proportion questions (Package 2, HUB Subcontracting Plan, page 2 and others) regarding subcontractor effort be completed? Examples might be "placeholders" (10% for each); using an "typical project" breakdown , etc.	Respondents must complete to the best of their ability the projected estimate of subcontracted work. A final HSP will be required once an actual contract is finalized. Primes are to make a good faith effort in accordance with the instructions as listed on HUB Subcontracting forms and in accordance with Texas Government Code 2161 and Texas Administrative Code 20.14.

8	<p>In various places in the RFQ, the titles and numbers for the Attachments required vary.</p> <p>a. The Table of Contents lists the “Attachments” to the RFQ as:</p> <p>ATTACHMENTS</p> <p>Attachment 1 Execution of Statement.....</p> <p>Attachment 2A Resume</p> <p>Attachment 2B Current Licenses and Certifications.....</p> <p>Attachment 3 Relevant Work Experience</p> <p>Attachment 4 Respondent References.....</p> <p>Attachment 5 Identification of Respondent Relatives & Employees.....</p> <p>Attachment 6 Railroad Commission of Texas Anti-Lobbying Affidavit</p> <p>Attachment 7 Contractor Ownership and Control Information.....</p> <p>Attachment 8 HUB Subcontracting Plan Form</p> <p>Attachment 9 HUB Progress Assessment Report Form (reference only).....</p> <p>Attachment 10 Railroad Commission of Texas Sample Contract (reference on</p> <p>Similarly, Section 3.15 (page 14) Table 3 lists the RFQ Attachments under the title “Submission Checklist”</p> <table><tr><td>TABLE 3. RFQ ATTACHMENTS</td></tr><tr><td>Attachment 1: Execution of RFQ Statement</td></tr><tr><td>Attachment 2: Resume (2A); Licenses and Certifications (2B)</td></tr><tr><td>Attachment 3: Relevant Work Experience</td></tr><tr><td>Attachment 4: Respondent References</td></tr><tr><td>Attachment 5: Identification of Respondent Relatives and Employee</td></tr><tr><td>Attachment 6: Railroad Commission of Texas Anti-Lobbying Affid</td></tr><tr><td>Attachment 7: Ownership and Control Information</td></tr><tr><td>Attachment 8: HUB Subcontracting Plan Form</td></tr><tr><td>Attachment 9: HUB Prime Contractor Progress Assessment Report</td></tr><tr><td>Attachment 10: Railroad Commission of Texas Sample Contract</td></tr></table> <p>Sections 1.4 (page 4), and 2.5.4.3.2 through 4 (page 7) maintain the same naming convention as the Table of Contents and Submission Checklist. However, Section 2.5.4.3.5 (page 7) identifies “Attachment 4” as “Respondent’s References” and then references “Completed Mandatory Attachment Forms as “Attachments 1, 5-8” (page 8).</p> <p>b. Section 3.4.1 (page 9) discusses “Attachment 8” as the “HUB Subcontracting Plan” in the first sentence but then references the same title to “Attachment A” in the second sentence and in 3.4.1.3 and 3.4.1.4.</p> <p>c. Section 3.12 (page 13) identifies Attachment 7 as “Identification of Respondent Relatives and Employees.” This differs from the Table of Contents above.</p> <p>In addition to seeking to make our responses as clear and complete as possible for the RRC’s review, we acknowledge that (per Section 4.2.43 page 29) that the</p>	TABLE 3. RFQ ATTACHMENTS	Attachment 1: Execution of RFQ Statement	Attachment 2: Resume (2A); Licenses and Certifications (2B)	Attachment 3: Relevant Work Experience	Attachment 4: Respondent References	Attachment 5: Identification of Respondent Relatives and Employee	Attachment 6: Railroad Commission of Texas Anti-Lobbying Affid	Attachment 7: Ownership and Control Information	Attachment 8: HUB Subcontracting Plan Form	Attachment 9: HUB Prime Contractor Progress Assessment Report	Attachment 10: Railroad Commission of Texas Sample Contract	<p>See Revised Table 3 Below following last table item.</p>
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Attachment 2: Resume (2A); Licenses and Certifications (2B)													
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Attachment 9: HUB Prime Contractor Progress Assessment Report													
Attachment 10: Railroad Commission of Texas Sample Contract													

	Contract and its integrated attachments constitute the entire agreement of the parties. We ask that the RRC provide a list of attachments (numbers and identification) as they are to be identified in the Qualifications Statement submission or confirm that the identifications in Table 3 (from the RFQ) are correct for submission to RRC.	
9	Please clarify the statement in Section 4.2.28 (b) 2. iv. (page 26) which states, “Respondent shall be the only contract for RRC and subcontractors.” Is this reference meant to be “contact”?	Should read: “contact”
10	How does the RRC define “key staff” in section 2.5.2. (page 7)? Are “key staff” expected to be employees only or can they include contractors or subcontractors?	Key Staff are defined as: The “Principal, Contract Manager, Project Manager, Engineer”, and any other professional licensed personnel working under this contract.
11	Section 3.16.1.e.1 (page 15), states “The engineer must demonstrate the ability to meet schedules involving fieldwork and deliverables <u>as required by the RRC.</u> ” Please clarify if this is a general statement regarding future requirements or if there are specific requirements included on implied in the RFC that are the subject of this statement.	“As required by the RRC” means that the RRC will require a schedule for tasks completed for a work order issued under the contract. The Engineer must demonstrate its ability to meet schedules by affirming that the projects mentioned in the brief summary were completed on schedule.
12	Section 4.2.9 (page 21) states “RRC will not consider any terms and conditions or other documents attached to an RFQ Statement as part of the RFQ Statement unless the Respondent specifically and prominently refers to each of them in the <u>Transmittal Letter.</u> ” Please clarify if the “Transmittal Letter” is the same as the “Introductory letter” referenced in section 2.5.4.3.1. If not, please describe what other information is required by the RRC in the “Transmittal Letter.”	RRC considers the Transmittal Letter and Introductory Letter as of the same.
13	Confirm that the reference to “mediation” in 4.2.41 (page 29) paragraph four, which states, “The Respondent shall pay all costs of the medication unless RRC in its sole good faith...”, correctly refers to “mediation.”	Should read: The Respondent shall pay all costs of the <u>mediation</u> unless RRC in its sole good faith....”,
14	Please provide more clarity regarding Section 4.2.6 “Tie RFQ Statements” (page 21). Is this to mean that identical submission documents could cause rejection of both submissions by the RRC’s Procurement Department? If not, please explain.	Identical or similar proposals submitted by multiple contractors/entities
15	Please clarify the statements in Section 4.2.15. (page 22): a. “All such costs and expenses are included in the prices detailed in the contract.” Given that the contract has not been drafted and there is no pricing contained in the RFQ (per the Definitions section (page 3) which defines a Qualification Statement as having “No pricing... submitted with a Statement.”), to what term is the Respondent agreeing to in this statement? b. The first sentence of this section states that no costs will be paid by RRC and the last sentence states “No other amounts will be paid.” Is this information contradictory? If not, please clarify the intent.	As stated as the top of Section 4; these are the Agency’s General Terms and Conditions. “General” in the sense that all may not apply to each given solicitation. Since pricing is not a factor in this RFQ; the pricing reference does not apply.

	Is this section meant to reference costs different from those discussed in section 4.2.49 (page 31)	
16	Per Section 4.2.21 (a) (page 23), the Respondent may request a sample of the invoice format from RRC. Please provide a copy of this sample.	A sample invoice will be provided to the "Successful Respondent(s)" receiving an award.
17	Section 4.2.21 (d) references the "current State Travel Regulations." Can the RRC provide a website link or other source for this information?	State Travel Regulations Link: https://fmx.cpa.state.tx.us/fmx/travel/texttravel/index.php
18	Section 4.2.32. (page 27), second paragraph, references "DIR." Please clarify the meaning of this acronym.	DIR definition- Department of Information and Resources
19	Does the RRC maintain a set of standard Health, Safety, and Environmental procedures or policies to which it will expect the Respondent to adhere? If so, are the terms of this requirement specified in the Contract? Are copies of these standards available? If so, please provide.	Not applicable for a Respondent.
20	Confirm that the last paragraph in 4.2.41 (page 29) which states, "Notwithstanding...otherwise requested or approved in writing by the {Insert agency name here} the Respondent..." is meant to include "RRC."	RRC (Railroad Commission)
21	What, if any, is the documentation retention policy expected of the Respondent/Vendor by the RRC? Are terms regarding this issue typically specified in the Contract?	Three years from final payment.
22	The last sentence of Section 4.2.52 states, "Proposed rates must be firm and guaranteed for the entire contract period." However, the Definitions section (page 3) defines a Qualification Statement as having "No pricing... submitted with a Statement." Are these statements contradictory? If not, please clarify RRC's intent. Should the Qualifications Statement include pricing information, and if so, where?	Since pricing is not a factor in this RFQ; the pricing reference does not apply
23	Page 14 of 63, 3.16.1 Evaluation Criteria a) notes "The engineer must be a Texas Licensed Professional Engineer (P.E.) with an educational background in environmental engineering and strong experience in E&P projects. We wanted to confirm that the reference to "The engineer" is referring to the requirement that the firm must be a licensed engineering firm in the State of Texas. Our firm is a licensed engineering firm in Texas and we are proposing to include numerous licensed environmental engineers as key personnel, but are considering putting a Licensed Professional Geoscientist as the overall Contract Manager. Is that acceptable to the Railroad Commission?	"Respondents must include a Texas Licensed Professional Engineer (P.E) with an educational background in engineering (civil, environmental, petroleum, or chemical preferred) and strong experience in environmental assessments, site investigations, remedial designs, and remedial action oversight at oil and gas industry exploration and production (E&P) sites and associated facilities across the state. Yes, the contract manager does not have to be a licensed engineer.
24	Page 40 of 63; Attachment 2A (Resume); and Page 41 of 63; Attachment 2B (Current Licenses and Certifications). Both attachment pages note "Respondent insert copies of current licenses and certifications behind this page." Is it acceptable to use a different separator page or tab rather than the physical sheet included in the solicitation?	Yes
25	How many contracts will be awarded to provide the scope of services outlined in RFQ # 455-18-8654?	In previous RFQ's the commission has awarded up to four professional service contracts. However, RRC staff reserves the right to award as many contracts as necessary based on qualifications and commission needs.

26	Can you please tell us the estimated contract value for this RFQ?	The Railroad Commission of Texas does not release the estimated Contract values for RFQs.
27	In Section 2.5.4.3 (page 7), which of the proposal elements applies to the qualifications of an <i>individual engineer</i> and which apply to our <i>firm qualifications</i> ? For instance under 2.5.4.3, should we include <i>team</i> resumes and certifications or <i>only the Engineers</i> resume and certifications?	Submit for both the firm and team key staff for all the proposed elements.
28	For Attachment 3 (page 42), should we only list our (Prime) firm qualifications or can we also include projects performed by subconsultants on our team?	Experience from Prime.
29	Where should we address our understanding of: the Scope of Services; familiarity with rules, regulations, statutes, laws, and professional standards; and, ability to meet schedules (Section 3.16.1 (page 14) – Evaluation Criteria)? Would it be acceptable to submit a text portion explaining our company qualifications, outside of the information in Attachments 1-9?	1). Information should be included in Attachment 3. 2). Yes, that is acceptable.
30	Section 3.11 (page 13) requests that we identify pending legal actions in the past five years. Where should we address this in the Qualifications Statement?	Yes, that is acceptable.
31	Section 1.4(4) (page 4) indicates that the Respondent should demonstrate knowledge of designing and managing E&P sites. Please confirm if in addition to the qualifications for environmental cleanups at E&P sites, the RRC would also like to see the Professional Engineer's qualifications for the actual design and management of E&P sites.	The intent is demonstration of the respondent's knowledge of environmental investigation, oversight, and remediation design at E&P sites.
32	Section 1.4(20) (page 4) appears to indicate that Attachment 2A is limited to 2 pages. Please clarify whether <u>each</u> resume is limited to two pages or if the entire Attachment 2A for all resumes is limited to two pages.	Resumes are limited to 2 pages per.
33	Please confirm if Section 3.5.1.2 (page 11) was intentionally left blank. If not, please provide the text for Section 3.5.1.2.	Left Blank Intentionally
34	Section 3.8 (page 12) indicates general information to be provided in a specified order, one of which is the location of all major offices, locations, and other facilities that relate to performance under the RFQ. Where should this be presented?	General Information may be presented after Attachment 9 as part of your response to the RFP.
35	The sample contract in Attachment 10 (page 50) appears to be related to surface mine reclamation. Does the RRC have a sample contract related this the scope of services for this RFQ.	The sample contract would be the same for this RFQ. The difference would be the description of services provided.
36	Item 3.02 (Payments to Contractors) in Attachment 10 (page 52) indicates payments will be made at the end of the project. Does this mean that the Contractor will only be able to bill the RRC once after each project is completed (i.e., no partial/progress invoicing will be allowed)?	Should be clarified, Final payments will be made at end of project. Partial payments will be made after receipt and approval of accurate invoices for completed work.
37	Should we complete the Certificate of Interested Parties form (page 37) and return it with the proposal or is this to be submitted after contract award?	Complete and return with Proposal.
38	For Attachment 5 (page 44), Respondent Identification of Relatives/Employees, should we also include key staff of subcontractors?	No

39	Section 3.5.1 (page 10) requests an electronic copy compatible with Microsoft Office 2010. Would it be acceptable to submit resumes, signed forms and other attachments as pdf's?	.pdf is an acceptable form as the electronic/soft copy. Hard copies must be submitted per instructions in RFQ.
40	Section 3.5.1.1 (page 11) specifies that "each response should be placed in a separate envelope." Does this mean each <i>copy</i> of the submission should be in a separate envelope or should all of the printed copies be in a separate envelope from the electronic submission?	No, each copy and original can be placed in the same envelope. If the Respondent submits multiple responses to this RFQ, each response must be placed in a separate envelope.
41	What is the HUB goal for this RFQ?	23.7% - Professional Services
42	If we intend to use subcontractors, can we include resumes for key personnel, as well as project examples for the work experience section?	This can be included in addition to the information required on the HUB Subcontracting Plan.
43	Are we able to modify the format of Attachment 3 work experience to include photos and other pertinent information?	Yes
44	Would the RRC consider extending the due date of this RFQ to October 17 (Page 8)? This would give consultants additional time to address the RRC's responses to our submittal organization and content questions.	Please refer to Addendum 1; Item #1
45	How many contracts do you intend to award?	Unknown at this time
46	Will the contract(s) be awarded based on regions?	No, they are statewide.
47	Referencing Section 3.5.1.1 (Page 11), could you please clarify "Submittals shall be placed in a <i>separate</i> envelope/package." Does this mean each copy of the proposal should be in its own envelope inside the package?	Please refer to answer #40
48	Section 3.16.1 b. (Page 14) requests a "minimum of five (5) completed projects" to be provided in Attachment 3. However, Attachment 3 states to "list a minimum of three (3) projects." Which constraint do we follow?	A minimum of five.
49	Are Attachments 2A and 2B intended to be the Resume and Licenses/Certifications of the entire Respondent Team, just the prime firm, or each key personnel?	Key personnel.
50	Where do we include Section 2.5.2 (Page 7) Respondent Key Staff information (individual qualifications, resumes, licenses, etc.)?	Key Staff is defined as the principal, the contract manager, the project manager, and the Engineer and any other professional licensed personnel working under this contract.
51	Is there a page limit for Attachment 2A Resume?	Yes, two-page maximum.
52	Where in the proposal should we include the information listed in Section 3.8 (Page 12-13)?	General Information may be presented after Attachment 9 as part of your response to the RFP.
53	Are you able to provide the locations of sites?	No
54	Regarding Section 2.5.4.1 (Page 7), is there a specific format or page to use for the Title Page? Or do we use our own as long as we include the listed information?	There is no specific format or page to use for the Title page. Proposers may use their own, but listed information must be included.
55	There are a number of items listed under 3.16.1 Evaluation Criteria (page 14) that are not addressed in 2.5.4.3 RFQ Statement Elements (page 7). Should we limit our submittal to ONLY what is asked for on 2.5.4 Organization of Submittal and 2.5.4.3 RFQ Statement Elements or can we include additional text to discuss the full scope of services shown in 2.3 and the specifications in 3.16.1?	Please include additional text to cover both sections.
56	Can appendices be included that incorporate our organizational chart, resumes, etc.?	No, we are not asking for the organizational chart.
57	On page 14, b. Experience and Capability of the Engineer, the RFQ requests that we provide a brief summary of a	Submit five completed projects.

	minimum of five completed projects; however, Attachment 3 (Relevant Work Experience) only provides rows for three projects. Should we submit five or three?	
58	2.5.4.3 RFQ Statement Elements requests the Respondent's Professional Resume as Attachment 2A. Would you prefer only a single resume of our Project Manager/Lead Engineer or can we also include resumes of additional key staff as stated in 2.5.2 (2) on page 7?	All Key Staff.
59	Page 4 of the RFQ specifies that a background in civil engineering is required. Page 14 of the RFQ requires a background in environmental engineering. It should be noted, the Texas Board of Professional Engineers does not specifically license engineers in an area of practice (e.g., civil or environmental engineering). Since there is a lot of overlap between these disciplines, is either engineering discipline acceptable to you?	Respondents must be a Texas Licensed Professional Engineer (P.E) with an educational background in engineering (civil, environmental, petroleum, or chemical preferred) and strong experience in environmental assessments, site investigations, remedial designs, and remedial action oversight at oil and gas industry exploration and production (E&P) sites and associated facilities across the state.
60	The RFP states that there is a requirement to submit an HSP, so is there a HUB goal that needs to be met?	23.7% - Professional Services
61	In Section 4, General Terms and Conditions and Respondent Affirmations and Certifications, are the words Respondent, Contractor, and Vendor interchangeable?	Yes
62	Can you tell me what locations the Porta Johns referenced in RFQ 455-18-8654, section 3.4. noted as Class 155, Item No 70 will be located?	On-site where field work will be conducted.
63	Is there a cleaning schedule associated?	It would depend upon the size of the crew performing the field work.
64	I was just wondering, if you have any chance have the Vendor/Attendee/prospectus Bidder list for following Bid Proposal. Or if you would have the Awardee or bid participant for similar bid in previous year or earlier.	An Open records request must be submitted. http://www.rrc.state.tx.us/general-counsel/open-records/procedures-for-requesting-information/
65	Section 3.12 (page 13) of the RFQ indicates that Attachment 7 is <i>Identification of Respondent Relatives and Employees</i> , but Attachment 7 as provided on Table 3 in Section 3.15 (page 14) and on page 46 is <i>Contractor Ownership and Control Information</i> . The <i>Contractor Ownership and Control Information</i> attachment references its requirement in accordance with 30 CFR 874.16, which is related to contractor eligibility to receive Abandoned Mine Land (AML) contracts. This form also references the US Office of Surface Mining Reclamation and Enforcement (OMS) and the associated Applicant/Violator System (AVS). This attachment appears to be relevant to the RRC's AML Program. <i>As the scope of services in the subject RFQ is for E&P sites rather than AML sites, will you please confirm that Attachment 7 is a required submittal for responding to this RFQ?</i>	The contractor Ownership and Control Information attachment is NOT required.

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REVISED SUBMISSION CHECKLIST	
TABLE 3. RFQ ATTACHMENTS	MANDATORY
Attachment 1: Execution of Statement	Yes
Attachment 2: Resume (2A)	Yes
Attachment 2: Current Licenses and Certifications (2B)	Yes
Attachment 3: Relevant Work Experience	Yes
Attachment 4: Respondent References	Yes
Attachment 5: Identification of Respondent Relatives and Employees	Yes
Attachment 6: Railroad Commission of Texas Anti-Lobbying Affidavit	Yes
Attachment 7: Hub Subcontracting Plan Form	Yes
Attachment 8: Hub Progress Assessment Report Form (reference only)	N/A-Reference Only
Attachment 9: Railroad Commission of Texas Sample Contract (reference only)	N/A-Reference Only

All other aspects of the **RFP# 455-18-8654** remain as is.

Sandy Williams, CTPM/CTCM
 Manager, Procurement & Contract Management
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RECEIPT OF ADDENDUM #1 OF RFP #445-18-8654

IN YOUR SUBMITTAL THE RESPONDENT SHALL ACKNOWLEDGE RECEIPT OF THIS ADDENDUM.

Respondent Signature

Date

Printed Name

Company Name