DATE: February 18, 2022
TO: Potential Respondents
FROM: Aurika Weaver-White – Construction Solicitation Coordinator
SUBJECT: Questions #1
RFQ769-22-973AW
IDIQ – Construction Auditing & Accounting Services

This document is being issued to answer questions that have been submitted as follows:

1. The RFP says a HUB plan is not required. If we plan to leverage a HUB subcontractor, should we submit the HUB plan anyway? If not, how do we reflect our willingness to partner with a HUB subcontractor?

   **ANSWER:** This RFQ does not require a HUB plan to submit with qualifications. A HUB plan will be required each time a firm is selected for a project. You may add a section within your response to address your willingness to partner with a HUB, but for this solicitation it is not required.

2. Are you currently leveraging a current provider for Construction Audit Services? If so, who?

   **ANSWER:** The current IDIQ for Construction Auditing Services is expiring soon. Please feel free to check the UNT System website at [https://www.untsystem.edu/idiqjoc](https://www.untsystem.edu/idiqjoc) for current firms for a particular IDIQ service. Furthermore, all our current IDIQ/JOC firms are listed on this page for all to view.

3. Can you please elaborate on the construction contract types utilized by UNTS (lump sum, fixed price, cost plus, etc.)?

   **ANSWER:** Typically use this service for Construction Manager at Risk and Design Build Projects, but the owner believes it is necessary we could utilize it for Competitive Sealed Proposal projects.

4. Is your intention to qualify multiple firms? If so, can you please explain how work/task orders would be awarded when projects are identified?
ANSWER: Yes, we expect to award more than 1 vendor. The Indefinite Delivery Indefinite Quantity (IDIQ) is a service we can contract for on an “as needed” basis. Work is Not guaranteed. Once the service is awarded, the UNT System and component campuses are notified of the service and of the firms available to use for a particular service. Resumes and the firm’s pricing list are available to the campuses for review and consideration as they have a need for the service.

5. Do you have a desired format to present the hourly rate schedule?

ANSWER: Currently, we are only asking for qualifications. If a firm is selected as qualified for this service, they will be notified, and we will request their pricing rate sheet at that time to be incorporated with the contract.

6. Do you want the profit and overhead rates separately stated or are you asking for a single, fully burdened hourly rate?

ANSWER: Currently, we are not requesting rates. We will provide information on how to both submit and state rates if the firm is selected to enter into a contract for this service.

7. Under Section 8.2.3 of the IDIQ Agreement, a waiver of subrogation is required for Professional Liability Insurance. A waiver of subrogation is not available with such policies. Will UNTS amend the IDIQ Agreement accordingly or waive such requirement?

ANSWER: No

8. Under Section 8.2.4 of the IDIQ Agreement, insurers are required to provide notice of cancellation. Insurers generally do not provide notice, but we can provide such notice. Is UNTS amendable to the Professional providing such notice?

ANSWER: No, UNTS will not amend contract.

9. Under Article 1 Basic Provisions, UNTS incorporates the Uniform General Conditions for Construction and Design Contracts (“UGC”). Under the IDIQ Agreement, consultant is defined as Professional and has specific obligations. Under UGC, Professional is not defined, but, rather, “Design Professional” is defined related to the performance of engineering services and “Contractor” is defined as related to performance of construction work. As such, considering the aforementioned defined terms and Professional’s role to provide accounting and auditing services, it would appear that the UGC is wholly inapplicable to the proposed services Professional is to perform. What provisions of the UGC does the UNTS find applicable to the proposed services?
The terms Professional and Design Professional are utilized within both the qualifications document and the Uniform General Conditions and are applicable to this solicitation as the services requested fall under the category of a professional service. The Uniform General Conditions are applied to all Construction Contracts.

10. Page 2 of the file “ESBD_File_270731_RFQ769-22-973AW – IDIQ Construction Auditing and Accounting Services’ indicates ‘The HSP must be submitted along with the proposal for the project. This applies to all projects regardless of size or scope, awarded via this IDIQ. Page 6 of the document indicates ‘A HSP is not required with this submission’. Please confirm if the HSP is required or not required.

**ANSWER:** This RFQ does not require a HSP plan to submit with qualifications. A HUB plan will be required each time a firm is selected for a project.

11. Is the entire audit scope including all contracts going to be outsourced and managed by one selected consultant?

**ANSWER:** Firms will be selected on the basis of experience and qualifications, and we expect to award more than one (1) vendor.

12. Will a contracts risk assessment be required for all the various projects in order for UNT to determine which contracts to prioritize for auditing?

**ANSWER:** This solicitation is a request for qualifications in regard to IDIQ, Indefinite Delivery/Indefinite Quantity for Construction Auditing and Accounting Services. This service is not tied to a specific project and therefore as a need arises from our component institutions/campuses the scope of work will fall within this type of Professional Service category.

13. Where will the consultant be expected to conduct the audit services (on-site or remotely)?

**ANSWER:** Once this project is awarded and one of the selected firms receives a request from one of our campuses all details will be provided at that time, but generally services are conducted remotely.

14. What manual or criteria is used to determine the price of quantities? Is a proprietary system like the Gordian Group’s Manual being used? If not, what manual or criteria is used to determine the quantities pricing?

**ANSWER:** If your firm is selected based upon your qualifications submitted to this solicitation but if awarded we would ask for pricing on company letterhead for hourly rates per team member. Please keep in mind that this
is an IDIQ Service, Indefinite Delivery/Indefinite Quantity, this is not a JOC, and work is not guaranteed therefore quantity of work will not be known until a need arises from one the component institutions/campuses.

15. Will Auditors receive task orders at the same time as the IDIQ contractors?

ANSWER: No

16. What is the ideal number of firms that UNTS wants to have pre-qualified?

ANSWER: We expect to award more than one (1) vendor. All responses are reviewed by the Evaluation Team and determinations will be made based upon qualifications.

17. Page 4 of the RFQ states that responses are limited to 15 pages excluding covers, table of contents, and divider tabs. Can UNTS confirm that the required resumes (Submission Requirements 2.D, page 2) are also exempt from the page limit?

ANSWER: Please reference page 7, Selection Process / Description of Process: Responses must be limited to no more than fifteen (15) pages. Covers, table of contents, and divider tabs will not count as pages, provided no additional information is included on those pages. Resumes are not exempt from the fifteen (15) page limit. Section 2, D: Resumes of each key individual proposed to be on the team and identification of that person’s role.

18. It appears that this is a multiple award RFQ and the actual award(s) will be based on projects over the next three years. The company selected for a project will at that time be required to submit a HSP identifying their subcontractor(s) in accordance with your HUB Policy. I hope my understanding is correct. If not please clarify. My question is how would you suggest that a new Texas HUB Certified company, identify themselves to the qualified firms for this RFQ to be considered as a Sub?

ANSWER: Correct, this RFQ does not require a HUB plan to submit with qualifications. A HUB plan will be required each time a firm is selected for a project. If you decide to submit your qualifications for this solicitation you may note within your response that you are a HUB Certified firm and attach your HUB Certificate as well. Also, in identification of your firm as a State of Texas HUB for sub consulting opportunities I suggest that you verify that your firm is registered on the Centralized Masters Bidders List (CMBL), that all contact information is current, and that you have selected the appropriate NIGP Codes that closely align with the services that your firm offers. For assistance with CMBL Registration please contact Texas Comptroller of Public Accounts, Statewide Procurement Division, CMBL Outreach Team Help Desk at 512-463-3459, website https://comptroller.texas.gov/purchasing/vendor/cmbl/. In addition to this,
you may want to connect with a Diverse Trade Organization with the DFW Area for assistance with identifying subcontracting opportunities and to increase market visibility. For more information regarding diverse trades organizations please feel free to contact our HUB Department, HUB@untystem.edu and https://comptroller.texas.gov/purchasing/vendor/hub/resources.php.

19. How many firms does UNTS anticipate to award IDIQ contract to?

**ANSWER:** We expect to award more than one (1) vendor.

20. What firm(s) have provided these services to the UNTS under the previous solicitation?

**ANSWER:** Please feel free to check the UNT System website at https://www.untsystem.edu/idiqjoc for current firms for a particular IDIQ service. Furthermore, all our current IDIQ/JOC firms are listed on this page for all to view.

21. What the annual spend on these audit services in the last 3 years?

**ANSWER:** This information is not currently available.

22. What the expected amount of spend expected per service order under this RFQ?

**ANSWER:** It depends on the size of each project in which services are requested, there is not an “expected amount”.

23. What was the rate structure on the previous IDIQ?

**ANSWER:** Currently, we are not requesting rates. We will provide information on how to both submit and state rates if the firm is selected to enter into a contract for this service. At this point and if a firm is awarded, we will request pricing on company letterhead for hourly rates per team member.

24. Should the Proposer include the contact information for potential HUBs to be utilized under this RFQ in its submission, even though a specific HUB Subcontracting Plan is not required?

**ANSWER:** HSP is not required for this submission of qualifications. You may state within your response a list of potential HUBs for subcontracting, but it is not required at this point.

25. When is the anticipated start date for services provided under this RFQ?
ANSWER: If you are selected for award of contract the start date for the agreement will be sometime in April 2022 but please keep in mind that this is not a JOC but IDIQ and work is not guaranteed.

26. Does the UNTS utilize an electronic certified payroll program such as LCP Tracker or eMars. Will the selected Proposer have access to these records?

ANSWER: No, but have implemented J.P. Morgan’s Single-Use Account (SUA) Virtual Card Payment Program (for vendors).

27. Does the UNTS utilize a document management program such as e-builder for all project records? If so, will the selected firm have access to these records?

ANSWER: UNTS utilizes PMWeb for project records and access for selected firms is to be determined.

28. Does the UNTS have access to control programs associated with its construction projects?

ANSWER: No.

29. If a Proposer plans to use a subconsultant, does this information also need to be provided under 1.C Firm Profile?

ANSWER: No, we are only requesting information about your firm.

30. Are HUB subconsultants subject to the same insurance requirements as the Proposer?

ANSWER: Yes.

31. What contracting method(s) does UNTS utilize (CMAR, Cost Plus, Guaranteed Maximum price, etc.)?

ANSWER: Typically, use this service for Construction Manager at Risk and Design Build Projects, but the owner believes it is necessary we could utilize it for Competitive Sealed Proposal projects.

32. Would UNTS be amendable to limiting professional services liability to the greater of 3x the cost of services or $2 million?

ANSWER: No.

33. Please confirm whether Exhibit B, IDIQ Rate Schedule is required as it does not appear to be included in the Submission Requirements or Evaluation Criteria?
ANSWER: No, as this time the rate schedule/pricing is not required for the submission of qualifications.

34. Please confirm that Asbestos Abatement Liability and All-Risk Builders Risk Insurance are not required based on the nature of the services required under this RFQ?

ANSWER: No, it is not required.

35. Would UNTS consider a one week extension (March 8, 2022) to allow contractors to properly incorporate UNTS’ responses to questions into their proposals?

ANSWER: No, this solicitation was posted 2/1/22 and responses are due 3/1/22 on or before 2:00pm cst.

36. What was the total number of construction audit/accounting projects (similar to those requested here) which were outsourced over the past two years, and what was the amount paid for these services?

ANSWER: This information is not currently available.

37. What dollar amount has UNTS budgeted for outsourced projects under this IDIQ for each year of the agreement? How many hours in the audit plan have been allocated for outsourced projects under this IDIQ for each year of the agreement?

ANSWER: It depends on the size of each project in which services are requested, there is not an “expected dollar amount and number of hours”.

38. On the PDF pg. 3, the RFQ states: “The HSP must be submitted along with the proposal for the project.” The following paragraph states: “A HUB Sub-Contracting Plan is NOT required with your response to this RFQ. “Will UNTS please clarify if a HSP needs to be submitted with our proposal?

ANSWER: This RFQ does not require a HSP plan to submit with qualifications. A HUB plan will be required each time a firm is selected for a project.

39. RFQ Scope of Services C. states “At times, the individual service order issued per this contract may also require additional services to complete the project and any other related professional and technical services.” Would you please provide examples of specialized service needs that would likely be included as additional services so that contractors may emphasize their strengths in these areas (e.g., cybersecurity, forensics, earned value management, engineering, project management, etc.)?

ANSWER: This solicitation is a request for qualifications in regard to IDIQ, Indefinite Delivery/Indefinite Quantity for Construction Auditing and
Accounting Services. This service is not tied to a specific project and therefore as a need arises from our component institutions/campuses the scope of work will fall within this type of Professional Service category. Nevertheless, related professional and technical services may be required that fall within the category of Construction Auditing and Accounting Services.