

UNT SYSTEM™

Strategic Infrastructure, Planning & Construction

DATE: February 11, 2025
TO: Potential Respondents
FROM: Aurika Weaver-White – Construction Solicitation Coordinator
SUBJECT: Questions #1
RFQ769-25-1000AW
IDIQ – Athletic Facility Planning, Assessment & Design Services

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

1. Is this solicitation the one previously responded to?

ANSWER: *The Athletic Facility Planning, Assessment & Design Services solicitation was previously posted in 2022 and is now resoliciting for New IDIQ Agreement. The UNTS IDIQ service that closely resembles Athletic Facility Planning, Assessment & Design, and was previously responded to was RFQ769-23-977AW IDIQ – Architectural Design, Planning and Assessment Services and all IDIQ Agreements in regards to this IDIQ Service is still Active.*

This solicitation, RFQ769-25-1000AW is in reference to Athletic Facility Planning, Assessment & Design Services.

2. Per the RFQ on 002400 form, pdf page 7, Section 1, Relevant Experience and Capabilities, it states, “Example projects **MUST** be Collegiate Division 1 or Professional level athletic facilities.” Most of our experience is for Angelo State University. Am I to assume that our relevant experience will not be acceptable?

ANSWER: *Within the solicitation documentation, Relevant Experience and Capabilities (Section 1, 002400 form, pdf page 7), identifies that the highlighted projects (also known as Example projects) that the firm provides in response to this solicitation MUST be Collegiate Division 1 or Professional level athletic facilities.*

Furthermore, within the Project Description of 001100 form, pdf page 2, explicitly states that firms must have previous experience with Collegiate Division 1 or Professional athletic facilities experience. Therefore, it is best that the firm’s response provide the requested information as contained within the solicitation documents.

3. The Note to Firms with Current IDIQ Agreements With UNT System as displayed on form 00-2400, pdf page 4, reference screenshot below:

NOTE TO FIRMS WITH CURRENT IDIQ AGREEMENTS WITH UNT SYSTEM: If a firm selected for this IDIQ service currently has an IDIQ Agreement in place for another service, the current IDIQ will be canceled and a new Agreement for the awarded services will be executed. The Owner will no longer issue IDIQ contracts to a firm based on multiple services. Awarded firms will have the option to execute a new Agreement for the awarded service and cancel the existing Agreement or refuse the award and keep the existing Agreement. Also, all firms with a current IDIQ Civil Engineering Design Services Agreement have been notified of the expiration of Agreement effective as of August 9, 2024.

Am I interpreting correctly that if a firm currently holds **any** UNTS IDIQ contract and is selected for this new IDIQ Agreement, RFQ769-25-1000AW – IDIQ, Athletic Facility Planning, Assessment & Design Services that the firm must then give up the old (existing) IDIQ Agreement?

ANSWER: Yes, you are interpreting correctly, as per the Note to Firms with Current IDIQ Agreements with UNT System (as indicated within the screenshot above) and within solicitation 002400 form, pdf page (4), the Owner will no longer issue IDIQ Contracts to a firm based on multiple services. Therefore if your firm is selected as an awardee for this IDIQ Service, RFQ769-25-1000AW – IDIQ Athletic Facility Planning, Assessment & Design Services and currently has an existing IDIQ Agreement in place for another IDIQ Service then the awardee will have the option to execute a New IDIQ Agreement for the new awarded service, Athletic Facility Planning, Assessment & Design Services and cancel the existing agreement (i.e. Architectural Design, Planning and Assessment Services IDIQ) or refuse the award (for the new IDIQ Athletic Facility Planning, Assessment & Design Services) and keep the existing agreement (i.e. Architectural Design, Planning & Assessment Services). The bottom line is that a firm will only have one (1) IDIQ Contract and not multiple IDIQ Service Contracts.

4. Relevant Experience and Capabilities listed on 002400 – 4 form, pdf page (7), do you want us to highlight no more than five (5) total projects or up to five (5) projects per category (of Athletic Facility Planning, Assessment, and Design Services)?

ANSWER: As per the solicitation documentation 002400 – 4 form pdf page (7), Relevant Experience and Capabilities will be assessed through a review of Athletic Facility Planning/Assessment Design management process and or procedures of similar programs or contracts. Responding firms are instructed to provide detailed data for similar contracts or programs, highlighting No More Than Five (5) projects of various types. Furthermore,

highlight projects on which the firm and team members have been involved in providing services and which best illustrate current experience and capabilities relevant to the IDIQ. Example projects MUST be Collegiate Division 1 or Professional level athletic facilities.

It is best that the firm provide no more than five (5) projects that best illustrate current experience and capabilities relevant to the IDIQ (as listed within the solicitation documentation (002400 – 2 form, pdf page 7).

5. Within the solicitation documentation, form 002400 – 5 on pdf (8), Historically Underutilized Businesses (HUB), there are conflicting sentences in the same paragraph. Can I confirm that we do not need to submit an HSP with our qualifications?

ANSWER: Correct, as per the solicitation documentation on form 002400 – 5, pdf page (8), a HUB Subcontracting Plan (HSP) is Not required for the submission of qualifications in response to this solicitation for RFQ769-25-1000AW - IDIQ Athletic Facility Planning, Assessment & Design Services. However, it is the policy of the Owner to promote and encourage contracting and subcontracting opportunities for HUB in all contracts. Therefore, as noted within the solicitation and the attached sample contract (provided with the solicitation documents), when a qualified (awarded) firm is selected for a project, the firm will then be required to provide a HUB Subcontracting Plan (HSP) for the intended subcontracting opportunities for the project.

6. Selection Process noted on form 002400 – 6, pdf page (9), does the 25-page limit mean 25 pages of content total, or is it 25 double-sided sheets, allowing for 50 pages of content?

ANSWER: No, double-sided pages are not acceptable. Responses are limited to no more than twenty-five (25) pages. Covers, table of contents, and divider tabs will not count as pages, provided no additional information is included on those pages. Cover letter will not count as part of the twenty-five (25) pages as long as the cover letter does not include information on how the work will be performed. All documents should be portrait style and submitted on 8 ½" x 11" page size. Responses received that are late (as due date is February 25, 2025 no later than 2:00p.m. CST) or exceed the number of pages listed above will not be accepted. This information is listed and maybe found on form 002400 – 6, pdf page (9), Selection Process/Description

of Process, Section 1, it is best that the firm's response adheres to the instruction provided within the solicitation.