



Office of Purchasing/Contract Management  
3410 Taft Boulevard Wichita Falls, Texas 76308-2099

August 4, 2020

**ADDENDUM ONE (1)**

RE: RFQ 735-20-4342 IDIQ Architectural Services

TO WHOM IT MAY CONCERN,

The following questions had been submitted and received the following responses.

1. Submission requirements , Item D.5) asks for company licenses required by the Texas Board of Professional Engineers. We are an architecture firm and do not have Engineers on staff. Architects are licensed individually so our firm does not carry a firm license. Will a listing of Texas Architects' license numbers be sufficient to answer this question? **Yes.** How should we respond to this requirement? **Provide architectural license numbers, not PEs.**
2. Submission requirements, Item D.6) suggests Sub Consultants be included. Since Sub Consultant choice is on an "...as required per specific assignment" basis (per Scope of Service, Item 8,) will a list of potential/typical sub consultants be sufficient to answer this requirement? **Yes.**
3. Evaluation Criteria Item 6 asks for a "Certified statement" of our legal standing. What constitutes certification? **Statement saying you are a private corporation is typically sufficient.**
4. The only question I have regarding RFQ #735-20-4342 is whether the company/staff licenses and tabbed section sheets are included in the overall 25 page limit. **Yes, the entire document should not be more than 25 pages. In this case, more is NOT better.**
5. Are HUB certificates counted towards the 25 page count?  
Are license certificates counted towards the 25 page count?  
Is the Vendor References page counted toward the 25 page count?  
Is the Affidavit counted toward the 25 page count?  
**Yes, the entire document should not be more than 25 pages.**

Please remember to acknowledge this addendum on the Addenda Checklist.

**The deadline for questions has now passed. No additional questions will be accepted at this time.**

Regards,

Joseph J. Mrugalski Jr.  
Purchasing/Contract Management