

Date: 05/03/2019  
RFQ No: 2019-020  
Commodity: For Lead Assessment and Lead Clearance Reports  
Purchasing Agent: **Tim Cubos**

**Closing Time: 2:00 P.M. CST, Tuesday, May 21, 2019**  
**Opening Time: 2:01 P.M. CST, Tuesday, May 21, 2019**

RFQ Opening Location: Operations Center, Purchasing Services Office, 1415 N. 4<sup>th</sup> St.,  
Waco, TX 76707  
Purchasing Agent: Tim Cubos  
Tel: 254-750-6616

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**Addendum No: 1**

The above-mentioned RFP invitation has been changed in the following manner. **Sign and return addendum to the Purchasing Office by the closing time and date with your RFP response.** Returning this page signed by your authorized agent will serve to acknowledge this change. All other requirements of the invitation remain unchanged. If you have any questions, please call or stop by the Purchasing Office at the above address.

- 1. The following page contains point value for each evaluation criteria within this RFQ**

Firm: \_\_\_\_\_

Address \_\_\_\_\_

Signature of Person  
Authorized to Sign Bid: \_\_\_\_\_

Signor's Name and Title  
(print or type): \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Date: \_\_\_\_\_ Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

The following criteria will be used to evaluate the submittals:

Criteria	Importance
<p><b>Experience of the Individual</b>            Discuss the experience and qualifications of the individual in providing comparable services on programs of similar size, scope, budget, and complexity. For experience listed , please provide:</p> <ul style="list-style-type: none"> <li>• Owner</li> <li>• Description of the program</li> <li>• Services provided</li> <li>• Contract dates</li> </ul> <p>Reference information (two current client names with telephone numbers and emails per each experience)</p>	30
<p><b>Project Understanding and Approach</b></p> <ul style="list-style-type: none"> <li>• Proposed approach must demonstrate the proper clear understanding of the requirements in performing the Lead Risk Assessment services.</li> </ul> <p>Describe your approach and organization during this contract.</p>	20
<p><b>Cost of Service and Timeliness</b></p> <ul style="list-style-type: none"> <li>• Cost should include all equipment, materials, and overhead necessary to perform work under the term of condition of this solicitation</li> <li>• Timeliness in deliverable of service provided</li> </ul> <p><b>Activity</b></p> <ul style="list-style-type: none"> <li>• LBP Inspection and Risk Assessment Report (Per Home)</li> <li>• Corrective Action Project Design Work-Plan For Found Lead Hazards Based Upon Above Risk Assessment Report (Per Home)</li> <li>• Clearance examination and preparations of clearance report</li> </ul> <p>Subsequent Clearance Examination – If clearance not achieved (Per Home)</p>	25
<p><b>Overall evaluation of the firm &amp; its ability to provide the service</b>            To be determined by the project review committee</p>	15
<p><b>Response Times</b></p> <ul style="list-style-type: none"> <li>• Approximate time required to schedule on site assessment</li> <li>• Number of Days after Lead Risk Assessment until report delivery</li> <li>• Number of Days after clearance examination until report delivery</li> </ul>	10
<p><b>TOTAL AVAILABLE POINTS</b></p>	<p><b>100 points</b></p>