



Date: February 17, 2022
To: All Vendors
Subject: Addendum #1

REFERENCE: P023-22 Commercial Driver License Training

This Addendum forms part of the contract and clarifies, corrects or modifies original proposal document.

Question 1: On the second line under "Proposer Minimum Qualifications" it states "must provide in-house training". Can you verify if training must be done at BPUB's location?

Answer 1: Yes, training must be held at the BPUB Service Center, 1155 FM 511, Olmito, Texas or virtually through WebEx, Zoom, etc.

Question 2: We are a Third-Party Testing Cite for the Texas Department of Public Safety and one of the requirements is to test all applicants at our location. Would you consider our location to be the training site as well or if it is not negotiable?

Answer 2: Yes, we can consider your location as the testing site for the hands-on driving portion of the training, however the classroom portion must be provided as mentioned in Answer 1 above. Vendor must provide the hands-on driving portion location address.

Question 3: On page 5, item 5, the RFP requests vendors provide three references. The Required Forms checklist further specifies that vendors must "complete the Previous Customer Reference Worksheet for each reference provided." Please clarify: is BPUB asking for three current references and one prior reference? Is the Previous Customer Reference for all client references, or just former clients?

Answer 3: The three references can either be previous or current clients.

Question 4: On page 7, under the section "Signing of Proposal," the RFP states, "Failure to manually sign proposal will disqualify it." Due to COVID protocols, most of our staff is still working remotely. Would the City accept a digital or scanned signature on all required forms in lieu of a wet-ink signature?

Answer 4: Yes, BPUB will accept electronic signatures.

Question 5: On page 18, in the Sample Personal Services Contract, paragraph 8 has space for the firm's name and contact information. Can you confirm that these fields are for reference purposes only, and that vendors are not required to include this page in their final response?

Answer 5: Yes, this a sample contract. It is not required to submit with the response.

Question 6: On page 25, on the Required Forms Checklist, the "Special Instructions" section has several items that are listed as "if applicable." Can you confirm that responses to this bid do not require a proposal bond, OSHA log, Contractor Pre-Proposal Disclosure form, or the Subcontractor Pre-Proposal form?

Answer 6: This proposal does not require these forms.

Question 7: Will BPUB be releasing a comprehensive list of the questions it has received from potential bidders and the answers BPUB provided?

Answer 7: Yes, interpretation, corrections, or changes to the RFP will be made through an addendum.

The signature of the company agent, for the acknowledgement of this addendum, shall be required. Complete and return via email to dzuniga@brownsville-pub.com

I hereby acknowledge receipt of this addendum.

Company: _____

Agent Name: _____

Agent Signature: _____

Address: _____

City: _____ **State:** _____ **Zip:** _____

If you have any further questions about the proposal, call (956) 983-6365.

BY: *Delia Zuniga*
Purchasing Buyer