



JEFFERSON COUNTY PURCHASING DEPARTMENT

Deborah L. Clark, Purchasing Agent

1149 Pearl Street
1st Floor, Beaumont, TX 77701

OFFICE MAIN: (409) 835-8593
FAX: (409) 835-8456

Addendum to RFP

RFP NUMBER: RFP 25-035/CG
RFP TITLE: Emergency Debris Monitoring Services for Jefferson County
RFP DUE BY: September 10, 2025
ADDENDUM NO.: 1
ISSUED (DATE): August 19, 2025

To RFP Respondent: This Addendum is an integral part of the RFP package under consideration by you as a Respondent in connection with the subject matter herein identified. Jefferson County deems all sealed qualifications to have been proffered in recognition and consideration of the entire RFP Specifications Package – *including all addenda*. For purposes of clarification, **receipt of this present Addendum by a Respondent should be evidenced by returning it (signed) as part of the Respondent's sealed RFP response submission.** If the RFP response submission has already been received by the Jefferson County Purchasing Department, Respondent should return this addendum in a separate sealed envelope, clearly marked with the RFP Title, RFP Number, and RFP Opening Date and Time, as stated above.

Reason for Issuance of this Addendum: Vendor Questions

The information included herein is hereby incorporated into the documents of this present RFP matter and supersedes any conflicting documents or portion thereof previously issued.

Receipt of this Addendum is hereby acknowledged by the undersigned Respondent:

ATTEST:

Witness

Witness

Approved by ____ Date: _____

Authorized Signature (Respondent)

Title of Person Signing Above

Typed Name of Business or Individual

Address



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1. **Question:** To what extent will the location of the bidder's proposed location or headquarters have a bearing on any award?

Answer: Proposal Evaluation Criteria can be found in section 7.5

2. **Question:** What is the required onsite response time?

Answer: See Staff Mobilization in Section 5.2.1

3. **Question:** What is the total mileage of roads within the scope of the service area?

Answer: This information is unavailable at this time.

4. **Question:** Are any specific professional credentials required to qualify for the contract?

Answer: No. The Contractor is responsible to provide for the diverse scope of services as outlined in RFP 25-035/CG with individuals and/or sub-contractors qualified or licensed to perform each task.

5. **Question:** Will the resulting contract include a guaranteed minimum payment to the vendor?

Answer: No

6. **Question:** Are there any superseding prior agreements that may impact this contract?

Answer: No

7. **Question:** When/what was the most recent event that precipitated the activation of the existing or previous contract?

Answer: TS Imelda 2019

8. **Question:** Approximately how many cubic yards of debris were collected from the most recent event?

Answer: This information is not available

9. **Question:** What estimated or actual dollars were paid to the incumbent(s) after the most recent event?

Answer: \$208,610.25 paid for services following TS Imelda.

10. **Question:** How many times have the incumbent's services been utilized in the previous five years?

Answer: None

11. **Question:** Please reconfirm the due date for this procurement by providing it in response to answers to questions.

Answer: As stated in the Legal Notice attached to the specifications, in the submission instructions on page 37, and the schedule of events on page 39, the proposals are due by 11:00 am CST, Wednesday, September 10, 2025.

12. **Question:** Why has this bid been released at this time?

Answer: The current contract is expiring and all renewals have been exhausted.



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13. **Question:** When is the anticipated contract start date?

Answer: Estimated start date is October of 2025

14. **Question:** When is the anticipated award date?

Answer: See Section 3.4: Tentative Schedule of Events

15. **Question:** Can you please provide greater details regarding your bid bond and/or performance bond requirements related to this contract? For example, what is required with the proposal, and what is required to comply during the term of the contract?

Answer: There are no bid bond requirements for this project.

16. **Question:** Are bidders permitted to deviate in any way from any manner of quoting fees you may be expecting? For example, if there is a pricing page in the RFP, can bidders submit an alternate fee structure? If there is no pricing page in the RFP, do you have any preference for how bidders should quote fees or can bidders create their own pricing categories?

Answer: See Cost Proposal Form and instructions on page 53.

17. **Question:** Please describe your level of satisfaction with your current or recent vendor(s) for the same purchasing activity, if applicable.

Answer: There are no issues or concerns with current vendor.

18. **Question:** The manual process of filling out load tickets can jeopardize proper FEMA reimbursement if human error occurs. Utilizing electronic load tickets, computer tablets, and systems employing electronic contractor IDs with an Automated Debris Management System (ADMS) has become the industry standard and is critical for any successful debris operation. Because of the factors listed, we would like to confirm that any charges for the use of an ADMS are to be fully burdened in the proposed debris monitoring positions hourly rates provided and not as a separate hourly rate or separate position, separate flat rate, or substitutional charge for any listed position.

Answer: As noted on the Cost Proposal Form on page 53: Each Proposer's charges must include the entire cost of providing the services identified in this RFP. Proposer may also include additional, optional positions and services.

19. **Question:** Will the county please clarify how proposers receive the maximum amount of points in the various evaluation criteria? For example, Criteria (a) requires the proposer to submit "References on recent projects of similar size and scope. Including two projects over 500,000 C.V.". If contractor submits 2 references for recent projects of similar size and scope, both of which meet the \$500K C.V. requirement, will Proposer receive the full 20%?

Answer: Each member of the evaluation committee will assign points at their discretion based on the criteria in section 7.5.

20. **Question:** Will the County please clarify how the fee schedule is being evaluated and what is expected from proposers to obtain the full 15%?

Answer: See question and answer 19.



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21. **Question:** Can the County please confirm that this opportunity is full and open and not a small business set aside?

Answer: Yes. This opportunity is full and open.

22. **Question:** Understanding that the County encourages Disadvantaged Business Enterprises (DBEs), Minority/Women Business Enterprises (M/WBEs), and Historically Underutilized Businesses (HUBs) to participate in the bidding process will there be additional points provided to offerors that partner with DBEs, M/WBEs, and/or HUBs?

Answer: No. This is not part of the evaluation criteria.

23. **Question:** Is there an incumbent for this work, and if so can the county provide the name of the incumbent contractor?

Answer: Yes. The incumbent is Tetra Tech Inc.

24. **Question:** Please confirm that if we do not plan to utilize subcontractors, we do not need to complete the Good Faith Effort form.

Answer: All "Required Forms" are required and must be completed.

25. **Question:** Can the County please clarify how the "number" of key professional personnel assigned to the job will be evaluated as part of the "Personnel Qualifications" evaluation criteria? Please specify if there's a minimum/maximum number of personnel that are to be provided or if it is to be up to the discretion of the offeror.

Answer: There is no minimum/maximum. It is up to the discretion of the offeror. See question and answer 19.

26. **Question:** Are offerors required to complete the Notice of Intent to Subcontract with HUBs and the subcontracting participation declaration forms even if they do not intend to utilize subcontractors?

Answer: See question and answer 24.