



Brazos River Authority

July 21, 2023

Addendum No. 3 COMPUTERIZED MAINTENANCE MANAGEMENT SYSTEM UPGRADE RFP No. 23-02-1288

It is the responsibility of the Respondent to assure and guarantee by acknowledging the receipt of this Addendum in the Proposal that the Respondent has received the Addendum in its entirety, and that the Respondent accepts all conditions contained herein.

QUESTIONS AND ANSWERS

1. Training - we generally recommend a Train the Trainer approach for effective adoption and change management. Is BRA open to including Train the Trainer as part of the overall training program?

"Train-the-Trainer" approach can be included as part of the overall training program.

2. Page Count - would BRA consider increasing the total page count? For TAB G: Project Approach would BRA consider increasing the max page count for this section to accommodate the amount of information requested?

Reference paragraph "4. Information Required in the Proposal – Tab Format", second paragraph, fourth sentence: change "...shall not exceed 25 single-sided, 8.5" x 11" pages..." to "...shall not exceed 30 single-sided, 8.5 x11" pages and may include 2 single-sided, 11" x 17" pages..."

Reference paragraph "4. Information Required in the Proposal – Tab Format", second paragraph, fifth sentence: delete this sentence and replace with "The following are excluded from the page count: proposal cover, table of contents, tab pages, resumes (maximum two pages each), appendices, Tab A: Cover Letter (maximum one page), Tab J: Cost proposal, and Tab L: Required Forms.

Reference "Tab G: Understanding of Project and Project Approach": delete the last sentence – "This section will be no more than four pages." However, Tab G information is included in the total page count of the proposal.

3. Short Bios and Resumes - are full resumes required in addition to summary bios? Please confirm these will not be included in total page count.

Reference "Tab H: Key Project Personnel and Organization", second sentence: replace "Include short bios, resumes and availability of work ..." with "Include full resumes and availability or work ...".

Note: See response to question #2 above, resumes will be limited to a maximum of 2 pages and will not be included in the total page count of the proposal.

4. Please explain the following:

“(8) Provide detailed information regarding your company’s Experience Modification Rate (EMR) as rated by your insurance carrier. Rates above 1.0 will require further evaluation, discussion and possible remediation efforts, at no cost to the BRA.”

Reference “Tab C: Company Information”, paragraph (8), delete this paragraph in its entirety.

5. Will bonds be required? This is not a typical requirement of a SaaS contract and more common with equipment or construction contracts. If bonds will be required, please provide details of the required performance metrics.

Performance, Payment and Warranty Bonds Awarded Respondent must provide performance and payment bonds and warranty bond for this contract. All bonds shall be issued by a surety authorized to conduct business in the State of Texas.

The BRA reserves the right to require a performance and warranty bond for this project. A payment bond may be required if the awarded respondent utilizes a subcontractor.

6. Please explain the right to inspect and test the product under clause 14. Again, not typical for a SaaS software contract.

Reference paragraph “14. Testing”, delete this paragraph in its entirety.

7. Please confirm that the Non-Collusion Affidavit can be modified and signed by a notary in a state other than Texas.

Correct. The Non-Collusion Affidavit can be modified and signed by a notary in a state other than Texas.

8. Please confirm that the Vendor Compliance to State Law provision is not required for this contract.

Reference “Tab L: Required Forms”, paragraph (5), delete this paragraph in its entirety and associated attached form.

9. Has BRA completed a criticality and risk analysis for the portfolio? Do asset records have risk or criticality numbers assigned?

No, the criticality and risk analysis of the assets for only two of the BRA facilities (pilot program) are currently being performed and are scheduled to be completed later this year.

10. What does BRA include in "small and attractive assets" as mentioned on page 6 of the RFP document?

Small and attractive assets are assets with an acquisition value greater than or equal to \$500 and less than \$5,000, that are considered particularly vulnerable to loss, including, but not limited to: IT assets, power tools, optical devices, firearms, lawn/maintenance equipment.

11. Has BRA seen any demos of potential solutions prior to the release of the RFP? If so, who?

No

12. Would the Authority share the recording and/or attendee list from the pre-bid meeting?

BRA policy is not to provide recordings of pre-proposal meetings and the pre-proposal meeting was a virtual meeting and was not mandatory, therefore, the BRA did not require a sign-in sheet.

13. Our experience has been that Cyber, Errors and Omissions and General Liability insurance coverages have provided superior assurances for technology project implementations mitigating bonding typical of construction projects. We humbly request BRA consider removing that requirement from subject procurement.

See response to question #4 above.

14. Would BRA prefer a separate tool for asset planning or can the information that is needed be in the CMMS proposed. Some organizations wish to have their asset management team with a separate planning and analytics solution that feeds into a CMMS.

The BRA does not have a preference and is focused on solutions that best meet the requirements listed.

Regards,

Bryan Gray

Bryan Gray
Purchasing Manager