



Brazos River Authority

May 24, 2021

Addendum No. 1 INFORMATION TECHNOLOGY CONSULTANT RFP No. 21-06-1220

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.

Question 1:

How many days after the public opening of the RFP response (June 3, 2021), will you announce the successful respondent? How will you communicate this announcement?

Answer 1:

The selected review team will review all submissions and determine the most qualified respondent. Once a determination is made the awarded vendor will be notified. The BRA website will be updated upon contract execution.

Question 2:

We noticed the broad scope of potential projects for requested IT professional services. Does BRA intend to award an independent contractor to perform all necessary consulting functions as needed, or does it intend to award a larger consulting firm to support different projects with a specific subject matter expert for the functional area?

Answer 2:

The BRA will select the most highly qualified respondent on the basis of demonstrated competence and qualifications and then attempt to negotiate with that Respondent a contract at a fair and reasonable price.

Question 3:

Is BRA seeking a full-time consultant or FTE, or does it intend to contract IT professional services as needed for projects as they arise? If Yes, then is BRA looking for a consultant for a limited consulting timeframe or year-round?

Answer 3:

The BRA intends to contract IT Professional services on an Indefinite Delivery and Indefinite Quantity (IDIQ) as project needs arise.

Question 4:

Does BRA require on-site support, remote support, or both? Can the FTE consultant work remotely or need to be on-site? If on-site, then are there minimum numbers of days the consultant must be on-site?

Answer 4:

Support will be determined based on project requirements as needed.

Question 5:

This RFP seems to require a mix of different skills sets. Is the BRA looking for us to submit 1 person or are you looking for 1 vendor who can provide various IT Resources?

Answer 5:

The BRA will select the most highly qualified respondent on the basis of demonstrated competence and qualifications and then attempt to negotiate with that Respondent a contract at a fair and reasonable price.

Question 6:

Has the BRA team identified and written up a project plan and these resources are required to execute the plan? If so, How many resources is BRA anticipating? By Title? How many hours for all resources combined? Or better, do you have a breakdown of the number of hours required per individual? Will each resource be required at different times or would you like the whole team onboard at once?

Answer 6:

Projects will be identified as they arise.

Question 7:

It also appears that some of the resources needed are high level. I am confused about what BRA expects in terms of hours, rates budgets etc. Is BRA set on each work order being limited to \$25k, and not to exceed \$250,000 total project cost? Is this cost per individual or all resources combined? If combined, given that skills required include Security, Cloud and Architecture, it is likely the available hours would be decreased proportionate to increase in rates for these expensive resources. Is that the idea?

Answer 7:

The work orders are limited to \$25,000 each and the total contract cost is not to exceed \$250,000.

Question 8:

Will work be conducted onsite or remotely?

Answer 8:

Work will be determined based on project requirements as needed.

Question 9:

Can resources be located in any of the United States or do you want local only?

Answer 9:

Resources can be located anywhere.

Question 10:

Is the degree mandatory or would a significant amount of work experience be deemed an acceptable alternative?

Answer 10:

Work experience could be deemed an acceptable alternative.

Question 11:

In regards to the RFP are you looking to hire an internal candidate or is this something you are looking to outsource to handle all of these responsibilities?

Answer 11:

BRA is not looking to hire an internal candidate.

Question 12:

The rate table in Exhibit B seems to be missing. I did not see it in any

Answer 12:

Please do not submit rates at this time. Exhibit B is an example of the contract terms.

Question 13:

Do all services need to be done by people physically located in Texas or can some off-shore resources be used in addition to on site staffing?

Answer 13:

Service level would depend on requirements of the project.

Question 14:

Is the RFP more of a general contract with no work being performed unless a work order is issued?

Answer 14:

Yes, this is correct.

Question 15:

Is there a backlog of work orders waiting to be issued?

Answer 15:

We do not have a backlog of work orders waiting.

Question 16:

Where does BRA want to see rates to be applied to work orders – or how does the BRA plan to compare vendors on pricing?

Answer 16:

Please do not submit rates at this time.

Question 17:

Is the Brazos River Authority wanting an “onsite” IT consultant / on location at its main facility? Or is this per site visit as needed?

Answer 17:

Service level would depend on requirements of the project.

Question 18:

RFP Pg. 5, section 2 implies that a single entity award to provide all services will be made—Would BRA consider awarding multiple vendors?

Answer 18:

The BRA is seeking to award to a single entity.

Question 19:

Since work orders will be executed and billed as separate projects on demand, would BRA consider targeted bids on specific services, e.g., from an information technology security firm for consultation, inspection, and evaluation services; or must respondents bid on all services (RFP pg. 5 Section 2.a 1–15) to be considered?

Answer 19:

The BRA is seeking to award to a single entity.

Question 20:

Out of the 200-300 employees that BRA employs, how many of them have some sort of device that will need to be managed? For example a desktop, laptop, tablet, mobile device, etc.

Answer 20:

All of the BRA employees have some sort of device that will need to be managed.

Question 21:

Does the BRA currently use any physical or virtual servers?

Answer 21:

BRA uses a combination of physical and virtual servers.

Question 22:

Does the BRA have a VOIP phone system?

Answer 22:

Yes

Question 23:

How many of the approximately 20 locations have or need a firewall/router?

Answer 23:

All of the locations need a firewall/router.

Question 24:

What is the total budget of this rfp

Answer 24:

Not available at this time.

Question 25:

How many vendors will be awarded

Answer 25:

The BRA is seeking to award to a single entity.

Question 26:

Will Authority allow remote and offshore consultants

Answer 26:

The BRA will select the most highly qualified respondent on the basis of demonstrated competence and qualifications and then attempt to negotiate with that Respondent a contract at a fair and reasonable price.

Question 27:

How many IT positions each vendor can anticipate. Also please let us know previous year IT opportunities.

Answer 27:

This solicitation is not for IT positions. This solicitation is for IT projects.

Question 28:

Is this Time and Material or Fixed cost bid.

Answer 28:

Please do not submit rates at this time.

Question 29:

Is vendor expected to have staff (FTE) in each of job categories ?

Answer 29:

Vendor must be able to meet the needs in each of the job categories.

Question 30:

Should vendor be HUBzone certified.

Answer 30:

There are no HUB requirements.

Sincerely,

Anastasia V. Vance

Anastasia Vance, CTCD
Purchasing Agent