



TEXAS SOUTHERN UNIVERSITY

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## Procurement Services - Purchasing

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### Addendum 2

#### Questions & Answers

RFO# 717-21-739

IT Project Management

**Question 1:** What are the proposed start and completion timelines for each of the Infrastructure Enhancement Projects outlined in section 1.8? Knowing these dates will help establish if the completion of the overall project by 02/28/2022 is attainable.

**Answer 1:** Each plan is not yet fully detailed with start and end dates. However, all work is intended to be completed by 02/28/2022. The key desire is that the selected Project Management Partner will collaborate and coordinate the efforts of the vendors awarded for AV, HyFlex Delivery, Network Cabling and Equipment Installation and Repair.

**Question 2:** Is the expectation for the proposed PM to oversee the 3rd party vendor PMs of each implementation/integration?

**Answer 2:** Yes

**Question 3:** Please detail the expectations for “routine inspections”.

**Answer 3:** Routine inspections consist of frequent check-ins with the awarded 3<sup>rd</sup> party vendors to ensure specified timelines are being met and to ensure OIT standards are being adhered to.

**Question 4:** Is it the expectation that the proposed PM/Consulting Services includes testing of the projects outlined in section 1.8? Or is the expectation for the proposed PM/Consulting Services to review and validate the completion of the 3rd party vendor testing?

**Answer 4:** The PM/Consulting Firm would review and validate the work and testing of the 3<sup>rd</sup> Party vendor for certification of completion.

**Questions 5:** Please detail the expectations for “verifying as-built drawing”.

**Answer 5:** The desired outcome is for validation that “as-built” drawings are updated to reflect locations of requisite fiber, structured cabling, IDF locations, and data ports in all locations of installation.

**Question 6:** Please provide the expectations and an example of “consulting to OIT Staff”.

**Answer 6:** The PM/Consulting Firm should oversee the 3<sup>rd</sup> Party vendors and enforce adherence to OIT Standards. Consulting with OIT would consist of soliciting feedback and/or guidance for challenges or questions that may arise during project implementation. Ex: The 3<sup>rd</sup> Party vendor has a question regarding the scheduling of installation in a particular building. The PM/Consulting Firm would communicate with OIT Staff to coordinate times with campus stakeholders to execute project implementation.

**Question 7:** With COVID restrictions still applicable in many locations, what is the expectation for “onsite management”?

**Answer 7:** Masks are not required but are encouraged. Use your best judgment in adhering to social distancing practices and CDC protocols where deemed necessary.

**Question 8:** Please detail the expectations for “assisting OIT with development of lifecycle process for...”.

**Answer 8:** Expectation is that selected vendor will help OIT develop a lifecycle plan for aging technology to be replaced/refreshed on a regular periodic basis. This would consist of all items listed—network, audio-visual, and computer technologies.

**Question 9:** What is the anticipated award date of this RFO?

**Answer 9:** The anticipated date of award will be on or around 08/16/2021.

**Question 10:** This form requires an ink signature. Would a certified digital signature be acceptable?

**Answer 10:** Yes

\*Please sign this Addendum and include it in your response. Your signature will signify your acknowledgement / receipt of this addendum.

Signature \_\_\_\_\_