Addendum # 1

The University has received the following questions from vendors. The corresponding department has provided answers for the questions provided within the allocated time to respond. The questions and answers should be considered incorporated as part of this Request for Information. Please see below:

1. **Question:** This requirement indicates the Program Management Office (PMO) will be supported by contractor staff. Will the LSUASC continue to use full time contractor personnel to support the PMO or will the PMO staff be 100% organic to TAMUCC?
   **Answer:** The PMO shop will be run by a LSUASC PM (Staff), supported by the contract staff.

2. **Question:** Please define "Stakeholder" in this requirement.
   **Answer:** Internal and external customers of LSUASC services.

3. **Question:** Will the contractor be required to maintain liability insurance for all UAS operations? If so, what is the required coverage amounts for UAS operations?
   **Answer:** Yes, if needed to support operational requirements.

<table>
<thead>
<tr>
<th>Limits</th>
<th>Products- Completed Operations</th>
<th>$3,000,000</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Personal Injury &amp; Advertising Injury</td>
<td>$3,000,000</td>
</tr>
<tr>
<td></td>
<td>Each Occurrence Limit</td>
<td>$3,000,000</td>
</tr>
<tr>
<td></td>
<td>Medical Payments</td>
<td>$10,000 per person</td>
</tr>
<tr>
<td></td>
<td>Fire Legal Liability</td>
<td>$250,000</td>
</tr>
<tr>
<td></td>
<td>Hangarkeepers Liability</td>
<td>$500,000 each aircraft / loss</td>
</tr>
<tr>
<td></td>
<td>War Liability</td>
<td>$5,000 deductible each aircraft</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$3,000,000</td>
</tr>
</tbody>
</table>

4. **Question:** Will the contractor be operating LSUASC equipment during UAS operations? If so, will the LSUASC provide required training to the contractor personnel on the LSUASC owned equipment?
   **Answer:** Possibly; if required. Preference is for pilots qualified on specific aircraft as defined in future task orders.
5. **Question:** Will the university reimburse the contractor for annual and biannual certifications for employees required to perform contractual requirements? Example - Part 107 Operator Certifications.
   **Answer:** No.

6. **Question:** Will the contractor be required to travel to the operational ranges described in this RFI? If so, is the travel cost reimbursable at identified GSA per diem rates?
   **Answer:** Overnight travel, and travel in excess of 50 miles and 8 hours, may be required. Travel reimbursed IAW Texas State Law and University Policy.

7. **Question:** Will TAMUCC reimburse the contractor for travel and incidentals while performing business development for the LSUASC?
   **Answer:** Yes, IAW Texas State Law and University Policy.

8. **Question:** Will the LSUASC continue to financial support a contractor business development lead for the LSUASC?
   **Answer:** LSUASC’s intent is to have the business development lead function performed by a full-time staff member.

9. **Question:** Has the university determined an acquisition strategy for this recompete?
   **Answer:** Not at this time, although the University is considering a multiple award IDIQ structure with technical bins and work awarded as competitive task orders.

10. **Question:** Is there a page limitation for RFI responses in responding to the RFI's requirement in Paragraph 6.1 - Instructions For Responding To This RFI: Subparagraph - (f) Explanation on how your company will run the program based on the Potential Scope identified in Section 1.4?
    **Answer:** There is no page limit.

11. **Question:** It is unclear within Section IV, Paragraph 6.1 - Instructions for Responding to this RFI - on the requirement for Respondent's RFI response structure. Specifically - Subparagraph (c)Respondent Questionnaire form (Section VI) Block "DESCRIPTION OF PRODUCTS & SERVICES (attach sales literature as appropriate)", and Subparagraphs (d) Respondent’s Proposed Commission Structure; (e) Respondent’s Proposed Commission Schedule; (f) Explanation on how your company will run the program based on the Potential Scope identified in Section 1.4; and (g) Any attachments you feel help showcase the talents of your firm related to your experience in this marketplace or your proposed response. QUESTION: Are the RFI responses to subparagraphs (d), (e), (f), and (g) considered continuations and therefore considered as referenced attachments to Section VI Questionnaire Form under Block "DESCRIPTION OF PRODUCTS & SERVICES" or are they considered individual and seperately submitted responses to the RFI not related to the Section VI "Respondent Questionnaire" form?
    **Answer:** Subparagraphs (d), (e), (f), and (g) are individual submissions. They are not a continuation of Section VI "Respondent Questionnaire" form.

12. **Question:** It is unclear how Respondents are to submit both Hard Copy and Soft Copy (CD-ROM) responses. Specifically - with regard to the instructions to submit responses - "divided into the appropriate sections, submitted in binders and organized exactly as in this document".
    **QUESTION:** Are Respondents to submit Hard Copy responses in separate, individual binders for Subparagraphs (b), (c), (d), (e), (f) and (g) with Cover Sheet (a) for each binder or is the requirement to submit One (1) binder divided into appropriate sections consisting of Subparagraphs (a), (b), (c), (d), (e), (f) and (g)?
    **Answer:** All responses are to be in one (1) binder divided into appropriate sections. Response to this RFI is to include one (1) hard copy and one (1) duplicate on a Flash Drive.
13. **Question:** It is unclear within Section IV, Paragraph 6.1 - Instructions for Responding to this RFI on how Respondents are to respond to Subparagraph - (d) Respondent’s Proposed Commission Structure. QUESTION: What is Texas A&M University-Corpus Christi Purchasing Department's definition within the context of this RFI's response for providing "Proposed Commission Structure”?

**Answer:** Respondent should provide a detailed breakdown of pricing structure to include what unit pricing you will use to bill the University, billing schedules, rates and any other costs that could be incurred for this project.

14. **Question:** If the definition for providing a "Proposed Commission Structure" as meant in the context to responding to this RFI, is for Respondents to provide their "Cost, and Pricing" for executing the scope of services identified with paragraph 1.4 "Potential Scope", in what format and level of detail are respondents to provide their Cost and Pricing and Pricing structure for performing the requirements scope within paragraph 1.4?

**Answer:** Format is not specified; please refer to question 13.

15. **Question:** What is Texas A&M University-Corpus Christi Purchasing Department's definition within the context of this RFI's response for providing "Proposed Commission Schedule"?

**Answer:** Please refer to question 13.

16. **Question:** If the definition for providing a "Proposed Commission Schedule" as meant in the context to responding to this RFI, is for Respondents to provide Total "Cost, and Pricing" for executing the scope of services identified with paragraph 1.4 "Potential Scope", to a proposed project schedule, how and in what level of detail are respondents to provide a project schedule for their Cost and Pricing and Pricing structure for performing the requirements scope within paragraph 1.4?

**Answer:** Please refer to question 14.

17. **Question:** Please clarify that Section VIII - HUB Subcontracting Plan (HSP) is only an example / sample for potential future RFP responses and is not a requirement to be submitted with Respondent's RFI response.

**Answer:** HSP is a sample and will not be required in response to this RFI.

18. **Question:** What is the timeframe for TAMU-CC to review an invoice and return to Contractor in the event a correction is needed?

**Answer:** Typically, the University pays invoices Net 30.

19. **Question:** Instructions in responding to RFI - Section 6.1 - (d)(e): Does this refer to our typical rates?

**Answer:** This is your company's proposed rate for the services requested in the scope of work.

20. **Question:** What is the potential budget and expected timeframe of the projects?

**Answer:** Budget and timeframe varies, based on sponsored research projects and grant awards. Last year, LSUASC conducted over $2.3M in sponsored research.

21. **Question:** Reference RFI Section 6.1, Instructions for Responding to this RFI, Page 11 of 34, can TAMU-CC please provide clarification on any page limits for this RFI response?

**Answer:** There is no page limit.
22. **Question:** Reference RFI Section 5.7, Open Records, Page 10 of 34, can TAMU-CC please provide clarification on how to protect our response from public release?

**Answer:** Texas A&M University-Corpus Christi is bound to comply with Texas Public Information Act (Texas Government code, Chapter 552). Confidential elements of the response can be marked as such; however, they will need to be reviewed by the Office of General Counsel (OGC) for compliance.

23. **Question:** Reference RFI Section VII, GENERAL TERMS AND CONDITIONS (SAMPLE CONTRACT), Paragraph D, Page 16 of 34, provides options on how travel and meals are to be reimbursed: either as already accounted for in the contract rates, or reimbursable at State of Texas rules/rates/regulations. Can TAMU-CC please provide clarification on which option will be present in any awardable task orders from the RFI?

**Answer:** Dependent upon your pricing structure. If travel reimbursement is proposed it will be IAW Texas State Law and University Policy.

24. **Question:** Reference RFI Section VII, GENERAL TERMS AND CONDITIONS (SAMPLE CONTRACT), HUB Subcontracting Plan, Page 27 of 34 states: “… all respondents, including State of Texas certified Historically Underutilized Businesses (HUBs) must complete and submit this State of Texas HUB Subcontracting Plan (HSP) with their response to the bid requisition (solicitation).” Can TAMU-CC please provide clarification on whether or not an HSP is required with the RFI response?

**Answer:** HSP is a sample and will not be required in response to this RFI.

25. **Question:** I’m reading through this RFI and it looks like RFI responses can only be submitted mailed or hand delivered. Is that accurate? Or do you accept electronic submissions as well?

**Answer:** All inquiries, questions and requests for clarification will be submitted via email. Response to this RFI is to include one (1) hard copy and one (1) duplicate on a Flash Drive.

This document and attachments shall be attached to and become a part of the contract documents for this project. This addendum shall be signed for acknowledgement that you have received Addendum #1 and shall be returned with your proposal.

COMPANY NAME: __________________________________________
STREET ADDRESS: __________________________________________
CITY/STATE: ______________________________________________
TELEPHONE AND FAX: ______________________________________
SIGNATURE: _______________________________ DATE: __________