



Safety Culture Assessment RFP
Solicitation Number: R-22-005-FG

ADDENDUM 1
May 11, 2022

To Respondent of Record:

RESPONSES TO QUESTIONS

- 1. Question:** Could you please confirm the following demographic information for the scope of the assessment:
- a. Total number of employees
 - b. Number of business units; (if applicable)
 - c. Number of leaders (Supervisor or above across all sites)
 - d. Number of physical locations

Response: a. Approximately 1,800
b. 13
c. Approximately 320
d. 16 staffed locations

- 2. Question:** Could you define the Safety Benchmarking Analysis more clearly (is this to benchmark against industry peers or within the organization based on previous assessments?)

Response: This is against industry peers in order to understand what Best In Class levels of Safety Performance are for both leading and lagging metrics in Water / Wastewater Utilities.

- 3. Question:** RFP Submission; the will the RFP Response document in its entirety be required as the first attachment as all checklists and forms are embedded and cannot be easily exported from main document for completion. Or is there a way of sending the necessary information in an alternative format? For example, the RFP document contains the Submittal Response checklist, Respondent Questionnaire, Exhibit B, and Conflict of Interest Questionnaire that all require response.

Response: Yes, all RFP documents listed on the Submittal Response Checklist are required. The documents are not available in another format.

- 4. Question:** Will all other administrative documents be batched into single PDF or shall they be submitted as individual files? (excluding the proposal itself)

Response: Yes, please include all documents in a single PDF. However, please review the Submittal Response Checklist as two (2) files are required.

- 5. Question:** Does the conflict of interest form need to be completed if there is no pre-existing relationship with any government officers in the state of Texas?

Response: Yes, please sign and complete the Conflict of Interest Form. If no pre-existing relationship with any government officers in the state of Texas, please write N/A or not applicable and sign.

6. Question: If we don't anticipate the need for subcontractor and will be performing all services, should we can skip that area?

Response: Please fill out the Good Faith Effort Plan, however the subconsultants section can be left blank, if no subcontractors will be utilized.

END OF ADDENDUM 1

This Addendum is two (2) pages in its entirety, with no attachments.