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## Solicitation Addendum

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Addendum No.: 1  
Solicitation No.: 24-R084553RB  
Solicitation Title: Professional Services Utilities Engineer of Record  
Addendum Date: June 19, 2024  
Procurement Contact: Ryan Blackmer, Procurement Agent III

**RFQ 24-R084553RB is amended as set forth herein. Responses to questions posed by prospective bidders are provided below. This Addendum is hereby incorporated in and made a part of RFQ 24-R084553RB.**

**The deadline to submit all inquiries concerning interpretation, clarification or additional information pertaining to this RFQ was June 10, 2024.**

### QUESTIONS AND RESPONSES:

**Q1: Please provide an explanation of the criteria that the Purchasing Official would consider when determining whether the Engineer of Record would be authorized to submit a proposal as the prime consultant for a Utilities CIP project.**

R1: While at the sole discretion of the County, the following scenarios would be considered:

- a) A public emergency has been declared, the emerging project opportunity is in direct response to said emergency, the EOR is willing and able to fulfill such need and assigning work in this fashion would provide significant advantage in shortening the period of distress or risk to the public; or
- b) The EOR is willing, able and possesses such unique industry-specific knowledge, product patents, experience and/or qualifications that excluding their participation would be detrimental to the interests of the citizens of Manatee County; or
- c) The County has determined that the sitting EOR:
  - i. Has no inherent unfair competitive advantage in the targeted solicitation over other firms that may have been gained through their service as EOR; and
  - ii. serving as the consultant for such project will not create a conflict-of-interest going forward related to EOR responsibilities; or

- iii. the County has determined that it will not need the EOR to serve in a consulting role that best serves the interests of County and/or ensures the goals and objectives of the project are met.

**Q2: What would be the criteria that would allow the Engineer of Record to participate as a subconsultant on a team that is submitting a proposal for a Utilities CIP project?**

R2: See response to Q1.

**Q3: Are subconsultant firms working under the Engineer of Record allowed to submit proposals as the prime consultant for Utilities CIP projects?**

R3: Yes.

**Q4: Are subconsultant firms working under the Engineer of Record allowed to participate as a subconsultant for Utilities CIP projects?**

R4: See response to Q3.

**Q5: Regarding the last sentence of Section 1.06, if a firm has ongoing CIP project work, what is the required content for the “proposed plan for establishing administrative controls to prevent potential conflicts of interest in managing/overseeing ongoing projects”? Please elaborate on what the County is requesting for this plan. Also, does this proposed plan need to be accounted for in the 100-page limit for the proposal?**

R5: The proposed plan shall be included in the 100-page limit. It is at the discretion of the Proposer to provide the required content.

**NOTE:**

Deleted items will be ~~struck through~~, added or modified items will be underlined. All other terms and conditions remain as stated in the RFQ.

**INSTRUCTIONS:**

Receipt of this Addendum must be acknowledged as instructed in the solicitation document. Failure to acknowledge receipt of this Addendum may result in the response being deemed non-responsive.

**END OF ADDENDUM**

AUTHORIZED FOR RELEASE