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Solicitation Addendum

Addendum No.: 1
Solicitation No.: RFQ No. 24-R084167JH
Project No.: 6018082
Solicitation Title: Professional Design Services for Trailer Estates Gravity Sewer Replacement and Roadway Project
Addendum Date: April 23, 2024
Procurement Contact: Jeb Hayter, Procurement Agent III

RFQ No. 24-R084167JH 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 No. 24-R084167JH.

The deadline to submit all inquiries concerning interpretation, clarification or additional information pertaining to this RFQ was April 18, 2024.

DELETE:

EXHIBIT 2, PROPOSAL RESPONSE, TAB 2, MINIMUM QUALIFICATION REQUIREMENTS

3. ~~Proposer or its subconsultant has completed (which means that certificate of occupancy has been issued) a minimum of three (3) projects since March 1, 2017, in which each project included the following component: (i) consulting services in utility engineering design, (ii) Sanitary Sewer design. Provide the following information for each qualifying project. Project clients must be agreeable to responding to an inquiry by the County.~~
- ~~a. Identify who was contracted to complete the project (Proposer or subcontractor)~~
 - ~~b. Project name and location~~
 - ~~c. Client/Organization name~~
 - ~~d. Contact name~~
 - ~~e. Contact phone~~
 - ~~f. Contact email~~
 - ~~g. Project dates (Start/End)~~

DELETE:

EXHIBIT 2, PROPOSAL RESPONSE, TAB 5, PROPOSER STATEMENT OF ORGANIZATION

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Revised 4/23/2024 9:54 AM

- ~~13. Provide personnel to be assigned to this project, their qualifications, and the office location from which they will work. At a minimum, include the following resumes of key project personnel.~~
- ~~a. Project Manager~~
 - ~~b. Engineer of Record(s)~~
 - ~~c. Design Engineer~~
 - ~~d. Survey Manager~~
 - ~~e. Outreach / Public Relations Manager~~

QUESTIONS AND RESPONSES:

- Q1. For tab 2, section 3, there is language requiring a certificate of occupancy for sample projects. Since this is irrelevant for these types of projects, would it be acceptable to submit projects that have completed design although construction may still be ongoing for some?**
- R1. Exhibit 2, Proposal Response, Tab 2, Minimum Qualification Requirements, No. 3 has been deleted from the solicitation.
- Q2. Is there a construction estimate associated with this RFQ design?**
- R2. The estimated construction cost is \$22,214,000.00.
- Q3. Is this contract going through the County Utilities group of the CIP group?**
- R3. This is a CIP project.
- Q4. Has the selection committee been identified and if so, can you share the individual names?**
- R4. Evaluation committee will be introduced at the first technical evaluation meeting.
- Q5. Please provide the I&I final report that is referenced in Exhibit 3 of the RFQ?**
- R5. Already provided with the solicitation and available for download as a separate attachment at Mymanatee.org.
- Q6. Does the County have a modeling report for the proposed stormwater system improvements as described in the scope of services? If so, will the County please provide this report for our review?**
- R6. There is limited modeling from a project back in 2016. Please see below link to Water Management Information System (WMIS) and application ID 734166.
https://www31.swfwmd.state.fl.us/maps/pages/viewer_erp.html
- Q7. Can the County please confirm that we are allowed to use an 11"x17" page for the implementation plan and schedule requested in Tab 7, Approach, item 3 so that we have sufficient room to clearly show our schedule information?**
- R7. Yes.
- Q8. Can the County please confirm that we are allowed to use an 11" x 17" page for the organizational diagram requested in Tab 8 Organizational Structure and Capacity,**

Item 4 (On page 55), so that we have sufficient room to clearly present our organizational diagram/organizational chart information?

R8. Yes.

Q9. Tab 5, Item 13 (on page 52) asks for us to provide resumes for Key Personnel. However, Tab 6, Item 4 (on page 53) also asks for resumes to be included. Can the County please confirm that resumes should be included in both locations within our proposal response?

R9. Exhibit 2, Proposal Response, Tab 5, Proposer Statement of Organization, No. 13 has been deleted from the solicitation.

Q10. Section 2.01 Information to Be Submitted on page 48 of RFQ No. 24-R084167JH states that “ONLY RESPONSES TO TAB’S 6,7,8, AND 9 ARE LIMITED TO A TOTAL OF 25 PAGES.” Can the County please confirm if the pages can be 25 double sided pages?

R10. Yes, 25 double sided pages.

Q11. In the instructions for what to include in Tab 2 – Minimum Qualification Requirements, Item 3 (On page 49) In Manatee County RFQ No. 24-R084167JH, the RFQ states: “Proposer or its subcontractor has completed (which means that certificate of occupancy has been issued) a minimum of three (3) projects since March 1, 2017, in which each project included the following components: (i) consulting services in utility engineering design, (ii) Sanitary Sewer design.” Can the County please confirm if “completed” projects refers to design completion or construction completion?

R11. Refer to R1.

Q12. Are there any additional reports available from previous studies on the project?

R12. Refer to R6.

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