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Solicitation Addendum

Addendum No.: 1
Solicitation No.: 22-TA003899DJ
Solicitation Title: Professional Services – Utilities Engineer of Record
Addendum Date: November 23, 2021
Procurement Contact: Dave Janney
Senior Procurement Agent

RFQ 22-TA003899DJ 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 22-TA003899DJ.

The deadline to submit all inquiries concerning interpretation, clarification or additional information pertaining to this RFQ is November 22, 2021.

CHANGE TO:

ATTACHMENT B, PROPOSAL RESPONSE, 1.02 RESPONSE FORMAT, TAB 2 – MINIMUM QUALIFICATION REQUIREMENTS, 3

Proposer or its sub-consultant(s) have completed (~~which means that certificate of occupancy has been issued~~) a minimum of Ten (10) Municipal Utility projects since November 1, 2018. Provide the following information for each qualifying project.

QUESTIONS AND RESPONSES:

Q1. I have been reviewing RFQ NO. TA00389DJ and our company does not qualify for all of the engineering requirements stated in the RFQ document. However we pride ourselves on being the best choice for Utility Engineering, Construction, Installation, Right of Way, Survey, CADD, and Maintenance.

If we submit an RFQ for this project can we be considered for our areas of expertise, or are we graded on all of the areas listed on the RFQ document?

R1. Proposers will need to be able to provide all of the services listed and can utilize sub-consultants if necessary.

Q2. How many consultants will the County anticipate selecting?

R2. There will only be one (1) firm awarded for this RFQ.

Q3. Will the selected consultant(s) be precluded from pursuing projects that will be issued through the CIP Utilities On-Call Contract?

R3. For each CIP Utility project that falls within the CCNA threshold for use of continuing services contract, the County may choose either a firm under the Utilities Architectural Engineering library or the Utility Engineer of Record to perform the design services.

Q4. Can we use 11x17 Paper?

R4. 11x17 Paper may be used for the organizational chart and will count as 1 page.

Q5. Would you please send out a copy of the sign-in sheet from the meeting?

R5. Sign-in sheets attached to this Addendum 1.

Q6. In Attachment B; Tab 7; Paragraph 5 in the RFQ the county requests sample reports previously used on projects for eight different types of “work products” (e.g. facility master plans; distribution/collection system master plans; technical memorandum for asset management; operational troubleshooting; hydraulic modeling; regulatory issues; water quality; and other). Many, if not most, of the example work products would each exceed 100-pages. We understand the strict page limitation for the SOQ is 100 pages. Please clarify the County’s expectations respecting how this specific item in the RFQ is to be answered.

R6. Sample reports will not count against the 100-page maximum. Please provide any reports in response to Attachment B, Tab 7, Paragraph 5, as a separate attachment in the proposal.

Q7. Would subconsultants on the selected team be precluded from future County CIP on-call projects?

R7. Refer to R3.

Q8. Within 1.02 Response Format, Tab 2 – Minimum Qualification Requirements (#3) states to provide completed Municipal Utility projects in which a “certificate of occupancy has been issued.” Many assignments completed by our firm include utility studies done for municipalities in which a certificate of occupancy would not typically be issued once a project is complete. Would we still be allowed to submit these projects or must all projects include a certificate of occupancy?

R8. See “CHANGE TO” section above.

Q9. If a firm is awarded this contract, would that firm be precluded from submitting on individual utility projects advertised in the future by Manatee County?

R9. Refer to R3.

Q10. Will the Information Conference sign-in sheet be made available?

R10. Sign-in sheets attached to this Addendum No. 1.

Q11. Has the County determined the selection committee members?

R11. Yes

Q12. Will an award under this solicitation preclude consultants from engaging the County on other utility-related solicitations?

R12. Refer to R3.

Q13. Attachment B, page 86, Tab 9 – Similar Completed Project states “Note: Representative photographs and exhibits supporting the above projects are permitted as an attachment to this section.” For ease of the reviewer, may we integrate the photos/exhibits on the same page(s) as the project writeups? If not, do you want the photos/exhibits shown labeled at the back of this section or in the Appendices?

R13. The photos/exhibits may be integrated on the same page as the project writeups.

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