



**RFQ NO. 25-001
CONTINUING PROFESSIONAL CONSULTING SERVICES (CCNA)**

ADDENDUM NO. 2

September 26, 2024

This addendum shall modify and become a part of the RFQ document. Specifications not specifically mentioned in this Addendum are not altered by any changes, amendments, deletions, or additions.

REPLY TO REQUESTS FOR INFORMATION:

- 1. As currently worded, we believe that the indemnity provision Section 1 - General Terms and Conditions/Subsection 40. Indemnification on page 7 of the RFQ does not comply with FL Statute 725.08 and is unenforceable. Will you agree to reword the indemnification to conform with the statute? Suggested language per FL Statute 725.08: "The design professional shall indemnify and hold harmless the agency, and its officers and employees, from liabilities, damages, losses, and costs, including, but not limited to, reasonable attorneys' fees, to the extent caused by the negligence, recklessness, or intentionally wrongful conduct of the design professional and other persons employed or utilized by the design professional in the performance of the contract."**

The final agreement to be executed will comply with Florida Statutes.

- 2. Can a subconsultant submit for a category and still be a sub to a prime?**

Yes.

- 3. Page 11, Section 2-6 D. (minimum 5 references) requires that the submittal include items "a" thru "k" which requires additional information other than that listed on the Professional Reference Form. As noted on Addendum No. 1 reference information is to appear only in Tab 2 on the Professional Reference form. Do we ignore Page 11 Section 2-6D. – a through k, and only fill in the information required on the professional reference form?**

References shall be stated on the Professional References Form. If all the required information stated in 2-6 D does not fit, additional pages can be submitted along with the form.

- 4. Does the city want a complete team providing all categories or would the city prefer that proposers only apply for disciplines that they have in-house?**

Each proposer will be evaluated by the Selection Committee based on the criteria stated in Section IV of the RFQ and the category(ies) that firmed submitted for.

- 5. Can the City list previously awarded firms under this contract?**

Please see attached for the Final Evaluation tabulation. Note: DRMP, Inc. did not execute an agreement for the Planning Services category

6. Can the City provide a copy of previous winning proposal?

The City contracted with sixteen (16) firms. Please email purchasing@greenacresfl.gov for all or specific category awards and a link to those documents will be provided.

7. Under 2-6, letter C. How can our firm provide verification of 5 continuous years in business under the same ownership and management providing services specified in the RFQ document? Is there some specific response the City is looking for to address this?

The City utilizes Florida Department of State Division of Corporations' website Sunbiz.org for verification.

8. Under 2-6 Letter D. sub letter j. request to provide financial statements for your firms latest year of operation, does this need to be included for each of the 5 similar projects performed? Would these confidential financial statements be submitted separately to our proposal?

Items j and k will only need to be submitted once. Items a through i will need to be included for each reference.

9. In reference to scope of work, for the category of Civil Engineering, is the firm and/or the PM for the contract expected to act as the City Engineer? Would our staff need to be serving "In-House" at the City as a full time position?

As outlined in the Scope of Work for Civil Engineering, the awarded firm(s) will serve as the City Engineer and must adhere to all specified requirements. The City does not require a representative from the awarded firm(s) to be physically present on-site on a full-time basis.

10. Is there a page limit for proposal responses?

No.

11. Because all addendums should be issued by September 26, and responses to vital questions may not be answered until that date will there be any consideration for moving the proposal due date which is due only 5 business days after addendums have been finalized?

Due to contract deadlines, the City is unable to extend the submission date.

12. Is there any small business preference for this RFQ?

No, however, points will be awarded to firms submitting proof as a certified minority business enterprise during evaluations by the Selection Committee.

The proposal submission deadline is Thursday, October 3, 2024 at 3:00 PM. Any proposal response received after the designated closing time will be returned unopened.

Any questions concerning this Addendum should be addressed to Monica Powery, Director of Purchasing at (561) 642-2039.

All Proposers shall acknowledge receipt of this addendum by annotating the proposal signature page with the addendum number, completing the section below, and returning with the proposal response to verify receipt.

Company Name: _____

Address: _____

City, State, and Zip Code: _____

Authorized Signature: _____

Name and Title: _____

Telephone: _____ Date: _____