



*Florida Department of Transportation*

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GOVERNOR

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Miami, FL 33172

KEVIN J. THIBAUT, P.E.  
SECRETARY

**ADDENDUM NO. 1**

DATE: January 21, 2020  
TO: PROPOSERS  
FROM: Suzanne Diaz  
Procurement Agent  
District Six  
RE: Project & Proposal No.: ITN-DOT-19/20-6022SD  
FIN No.: Various  
Counties: Miami-Dade & Monroe  
Proposals Due Date: January 28, 2020, at 10:00AM

**WORK DESCRIPTION:**

District-Wide Right of Way Appraisal Consultant Services for FDOT in Miami-Dade and Monroe Counties.

**BELOW PLEASE FIND THE ANSWERS TO QUESTIONS RECEIVED FROM PROSPECTIVE PROPOSERS ON THIS PROJECT:**

- a. **Question:** Can the work sample be submitted on the usb flash drive or must it be a hard copy? If a hard copy is required, is one copy enough?

**Answer:** Please send only one (1) hard copy of the Work Product Sample Report as the Original. You do not need to send the three (3) hard copies of the Work Product Sample Report. You must put the Work Product Sample Report on the USB Flash Drive.

- b. **Question:** Re the sample report--how many hard copies do you need? Only for the original or for the copies also? Do you want a CD copy also? How many copies of the CD?

**Answer:** Please send only one (1) hard copy of the Work Product Sample Report as the Original. You do not need to send the three (3) hard copies of the Work Product Sample Report. You must put the Work Product Sample Report on the USB Flash Drive. The USB Flash Drive must also contain all the required information in response to the Qualifications Questionnaire. You must submit one (1) Original hard copy, and three (3) hard copies (except Work Product Sample Report), of the response to the Qualifications Questionnaire. Do Not send a CD. You MUST provide one (1) USB Flash Drive in accordance with Section 20 Submittal of the Qualifications Questionnaire and Section 23 Qualifications Questionnaire/Short-list Evaluation Criteria, of the Invitation to Negotiate.

c. **Question:** Do you need insurance info at this time or after the selections are made?

**Answer:** After selection is made, the Awarded firm must submit proof of insurance within 10 days, in accordance with Section 32 Liability Insurance of the Invitation to Negotiate.

d. **Question:** One of the instructions states "Responses should be indexed" Does this mean the individual sections in the proposal should be identified per the RFP or do you want tabs on the pages?

**Answer:** This procurement is not an RFP, it is an Invitation to Negotiate (ITN). The ITN states in Section 23 Qualifications Questionnaire/Short-list Evaluation Criteria: *"The responses should be indexed and all pages sequentially numbered. Please use plain section covers and plain page dividers."* The individual sections in the proposal should be identified. The Index should be a list of the content in your Reply/Proposal package, and use page dividers or section covers, do not use tabs.

e. **Question:** On the Certification of Experience Documentation Form it asks for the dollar volume of the project. Does this mean the total appraisal fees or the cost of the road project (which we would have no info on). Also, the form has space for three client references--is that all you need or do you want more than that?

**Answer:** Please provide the total appraised value of all parcels in that specific project. We only need 3 client references, no more.

If documents are revised, they are posted on VBS. All other documents of the subject project remain unchanged.

Failure to file a Protest within the time prescribed in Section 120.57(3), Florida Statutes, or failure to post the bond or other security required by law within the time allowed for filing a bond shall constitute a waiver of proceedings under Chapter 120, Florida Statutes.