



Florida Department of Transportation

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GOVERNOR

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MIKE DEW
SECRETARY

ADDENDUM NO. 1

DATE: January 12, 2018

TO: PROPOSERS

FROM: Rosalyn Carcamo
Procurement Officer
District Six

RE: Proposal No.: **RFP-DOT-17/18-6163RC**
FIN No.: 250680-2-22-02
Counties: Miami-Dade & Monroe
Work Description: Districtwide Environmental Compliance Monitoring of Construction or Maintenance Projects for Compliance with all Permits, National Environmental Policy Act (NEPA) Documents, and Other Environmental Commitments for the Florida Department of Transportation (FDOT).

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

- a. **Question:** Is there a page limit to the technical proposal (Part I)? If so, which pages count towards that limit and which do not.

Answer: Section 22.4- Presenting the Proposal of the Request for Proposal (RFP) has been revised to show the correct formatting, including page limit, for the Technical Proposal.

- b. **Question:** The labor descriptions/qualifications identified in the RFP's Scope of Services for Archaeological and Historical Technicians no longer meet the new SHPO/DHR requirements for an archaeological monitor. Since a Master's of Arts degree is now required for this monitoring, the only position that can be used to perform it is the Principal Investigator. Please confirm if the District is aware of these new requirements which require an increased use of the Principal Investigator category.

Answer: The Department understands that the Principal Investigator is the labor position to do Archaeological monitoring. Therefore, we expect an increase use of the Principal Investigator category.

c. Question: Who are the members of the TRC?

Answer: The Technical Review Committee (TRC) members are Manuel Vega, Barbara Espino and Arturo Gomez. Per the Special Conditions - Section 3 "Questions & Answers" in the Request for Proposal:

In accordance with section 287.057(23), Florida Statutes, respondents to this solicitation or persons acting on their behalf may not contact, between the release of the solicitation and the end of the 72-hour period following the agency posting the notice of intended award, excluding Saturdays, Sundays, and state holidays, any employee or officer of the executive or legislative branch concerning any aspect of this solicitation, except in writing to the procurement officer or as provided in the solicitation documents. Violation of this provision may be grounds for rejecting a response.

d. Question: Consultant Personnel Standards appear to be more heavily focused on cultural/archaeological capabilities than the scope of services and our past experience would indicate. Is there an increased (greater than usual) amount of historical/cultural work anticipated with this contract?

Answer: The Department does not expect an increase of historical/cultural work with this contract.

e. Question: Past Compliance contracts included Professional Engineers (PE) and Landscape Architects (ASLA) in the price proposal, but those classifications are no longer included. Can you please clarify the exclusion and how to propose rates for specialty services?

Answer: Services rendered by Professional Engineers and Landscape Architects are not part Contractual Services contract; which is being solicited by this Request for Proposal.

f. Question: The price proposal (bottom of page 1 in the RFP) indicates the hourly rates should include all materials and equipment, and all direct and indirect costs needed to complete the contract services. However, the instructions noted in "Proposers Technical Plan – 3.d." indicate that the proposer should indicate if the equipment is subject to a fee. Please address the discrepancy between the price proposal and the technical proposal instructions.

Answer: Hourly rate should include all material and equipment, and all direct and indirect costs needed to complete the contract services.

g. Question: Can you please clarify if you prefer to have the following forms submitted as a deliverable in 'Part I Technical Proposal' or 'Part II Price Proposal?'

- a. Drug Free Workplace Program Certification (375-040-18)
- b. Anticipated DBE Participation Statement (375-040-63) – not mandatory

Answer: Both forms must be submitted with Part I- Technical Proposal.

- h. Question:** Should we consider the “Work Samples” item noted in 22.2 (Item 4), as the same item evaluated in the “Work Plan” item (for 35 points), under 30.4 in the RFP?

Answer: They are the same.

- i. Question:** For the staff resumes, are we allowed to use electronic scanned signatures for the 1 (one) “original?”

Answer: Electronic signatures for the staff resumes is acceptable.

- j. Question:** On the first page of the RFP it states that the ad end date is 1/16/2018 but on page 3 it states that it will be opened on January 17, 2018. On the Request for Proposal Registration sheet it states Proposal Due Date & Time as Wednesday, January 17, 2018. What is the correct due date and time?

Answer: The Proposal Due Date & Time is Wednesday, January 17, 2018, by 1:00 p.m.

Revised documents 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.