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850-487-3796  
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*Managing fish and wildlife  
resources for their long-term  
well-being and the benefit  
of people.*

620 South Meridian Street  
Tallahassee, Florida  
32399-1600  
Voice: 850-488-4676

Hearing/speech-impaired:  
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MyFWC.com

DATE: FEBRUARY 24, 2020

ADDENDUM NO.: 1

BID NO.: FWC 19/20-66

BID TITLE: SOUTHWEST REGION PROFESSIONAL SERVICES CONTINUING  
CONTRACT

UPDATE: RESPONSE TO WRITTEN QUESTIONS

The enclosed addendum has been issued for consideration in the preparation of your response to the Florida Fish and Wildlife Conservation Commission's (FWC) Solicitation No. FWC 19/20-66, "Southwest Region Professional Services Continuing Contract".

**All responses to the subject solicitation must be received no later than 10:00 AM (ET) on Monday, March 2, 2020.**

A response received after the exact time specified will not be considered. Failure to file a protest within the time prescribed in Section 120.57(3), Florida Statutes (F.S.), 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. Written notices, formal requests and proceedings must conform with the requirements set forth in Chapter 28-110, Florida Administrative Code (F.A.C.). Protests must be filed with the Purchasing Office, Fish and Wildlife Conservation Commission, 1875 Orange Avenue East, Tallahassee, Florida 32311-6160 within the time prescribed in Section 120.57(3), F.S. and Chapter 28-110, F.A.C.

Sincerely,

Alisha Morgan,

FWC Procurement Manager

## BEGIN ADDENDUM

### **QUESTION #1**

We are a landscape architecture and civil engineering firm. Can we apply separately, or do we have to be under the umbrella of an architectural firm?

### **ANSWER #1**

We will likely not have many landscaping or civil engineering projects, so you will need to be a sub-contractor under an architectural or engineering firm.

### **QUESTION #2**

Does the submitting firm need to be an architectural firm, or can an engineering firm submit? The language in the RFQ gave me the impression that only architectural firms may submit, but then the possible services include all engineering services.

### **ANSWER #2**

An engineering firm can submit, provided they have an architectural firm as a sub.

### **QUESTION #3**

Under the INTENT section on the first page, you say you are requesting a statement of qualifications from Architectural firms to provide Professional Services. Will you only accept proposals from architectural firms as prime or will you also accept proposals from Engineering firms as long as they have an architectural firm as subconsultant?

### **ANSWER #3**

An engineering firm can submit, provided they have an architectural firm as a sub.

### **QUESTION #4**

Could you please let us know if 1099 contractors that we use to provide certain professional services are considered "billable" personnel?

### **ANSWER #4**

1099 contractors are not considered billable personnel.

Billable staff/personnel are defined as the firm's billable principals and technical production staff (excluding overhead staff such as receptionist, bookkeeper, non-billable principal) within the prime firm's office address.

## END ADDENDUM