

Request for Qualifications

Continuing Contracts for Architectural Services - South

RFQ-REDM20/21-10

ADDENDUM #1

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.

The Department's responses to timely submitted questions are below.

Question Number	Section	Page Number	Question	Response
1			For this RFQ, do we submit a "team" (including engineering subconsultants) or just the Architectural firm?	Section 3 of the Professional Qualification Supplement (PQS) offers firm's the ability to list subconsultants as deemed appropriate by the prime firm.
2			Would this contract require the services of a Florida Registered Professional Engineer for civil engineering services, such as site development, parking lot design, roadway/street design, potable water, wastewater, and stormwater infrastructure design?	Some work throughout the term of this Contract may include the need for civil servicers, however, the prime firm is not required to have a civil engineer on staff. Those services may be subcontracted at the time of need. Section 3 of the Professional Qualification Supplement (PQS) offers firm's the ability to list subconsultants as deemed appropriate by the prime firm.
3			Does this contract have a minimum required participation for Minority-Owned Businesses or other special categories?	No.
4			In Section 7, Item 2, it asks for the billable staff within the office address listed in Item 2. What is item 2?	Item 2 is referring to "Name of Prime Firm" in the PQS and the address of the main office.

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5			Should we include Engineering Consultants in our team and submit their qualifications as part of our package? And if so, please indicate the type of engineers to be included as part of our team.	Please refer to the answer of question 1.
6	9	3	From section 7 of RFQ, it is our understanding that our proposal package should be emailed to your office. Please provide email address where we should email our proposal to? This section also request a thumb drive of our proposal to be submitted to your office. Please clarify if our understanding is accurate. And if so, what is the deadline of the physical receipt of the thumb drive in our office.	Please refer to SECTION 9: DOCUMENT DELIVERY for delivery instruction and please refer to SECTION 4: TIMELINE OF EVENTS for the date the responses are due.
7			Is the use of PQS form only required for those firms who have worked on projects for State of Florida in the past?	The PQS form is required by all firms that submit qualifications for consideration.
8			It is our understanding that we should place our project samples in section "F" of SF-330 form. Section 6 of RFQ request minimum of 5 project samples, and form SF-330 indicates maximum of 10. Therefore we can submit as little as 5 project samples and as many as 10 project samples. Correct?	Yes, that is correct.
9	13	4	Does previous work with DMS & State agencies have any positive or negative impact on the current applications?	Please refer to SECTION 13: SPECIAL NOTE FOR INTERESTED FIRMS for instructions on how to obtain the Professional Services Evaluation Form. The Professional Services Evaluation Form will note what is scored.

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10			In Section 1, it says if selected we won't need to resubmit for other regions. When will the other regions, specifically the Central Florida region, be posted?	The AE Continuing Contracts for Central Florida advertisement is anticipated to post in May of 2021.
11			In Section 7 part 3 of the requirements, you ask for the firm's current Florida Department of Business and Professional Regulation License. The DBPR is not issuing a license anymore. Would a screenshot of their site verifying that we are registered and active work? Did you also want the License of the Architect / Engineer used to renew our business certification with DBPR?	The Department does not need a screenshot of the DBPR site. The Department will accept scanned copies of the firm's licenses.
12			Section 7, Response Instructions Item #2 "Specify billable staff within the office address listed in Item 2." What is Item 2?	Please refer to the answer of question 4.
13			Section 7, Response Instructions Item #2 - What is meant by "Specify billable office staff"?	Please refer to the answer of question 4.
14			The instructions refer to PQS Rev 7/12 however your website has Rev 10/2020.	Please use the version posted on the website revised 10/2020.