



CITY OF DELRAY BEACH
100 N.W. 1st AVENUE, DELRAY BEACH, FL 33444

Solicitation Addendum

Addendum No.: 4

Solicitation No.: RFQ No. 2017- 048

Projects No.:

Solicitation Title: Continuing Engineering, Surveying, and Landscaping
Architectural Consulting Services

Addendum Date: May 10, 2017

Purchasing Contact: Jose Hidalgo - hidalgoj@mydelraybeach.com

THE FOLLOWING ITEMS ARE MADE AND HEREBY BECOME A PART OF THIS SOLICITATION:

QUESTIONS AND RESPONSES

Q1. Who are the selection committee members?

R1.

Missie Barletto, William Wilsher, Suzanne Fisher

Q2. Is there a local preference criteria for this RFQ?,

R2.

No.

Q3. Can a firm serve as both a prime consultant and as a sub-consultant on other team(s)?

R3.

Yes.

Q4. Can you please clarify the differences between the civil, engineering and water resources categories?

R4.

Engineering would include a multi-disciplinary team including civil and other categories. For water resources, we are specifically looking for firms that specifically provide and want to be considered primarily for tasks including Stormwater management and/or water quality project engineering as well as computer modeling.

Q5. May a sole consulting firm/team of firms submit qualifications for only some of the disciplines listed in Section 3.A. Scope of the RFQ? Or is a sole respondent/team of consultant firms required to be qualified in all listed categories?

R5.

Yes.

Q6. If a firm is planning to submit as a prime in two categories, namely Civil and Water Resources, do you want up to ten projects for each category or ten projects in total?

R6.

Yes

Q7. If we have comments/clarifications/re-wording needed upon the Sample contract, where is that placed in the RFP?

R7.

Could be revised during negotiations

Q8. If re-wording of the Contract language is required, can that be completed during the contract phase?

R8.

Yes

Q9. Section 4 A.iii – If we are proposing on multiple Professional Services categories, do we submit up to 10 separate references for each category?

R9.

Five per category is adequate

Q10. Section 4 A.iv.a – If we are proposing on multiple Professional Services categories, do we submit up to 10 separate staff resumes for each category?

R10.

Five per category is adequate

Q11. Section 4 B – If we are proposing on multiple Professional Services categories, do we submit separate project management approach for each category?

R11.

Yes

Q12. Section 4 C – If we are proposing on multiple Professional Services categories, do we submit up to 10 separate project examples for each category?

R12.

Five per category is adequate

Q13. Section 4 D – If we are proposing on multiple Professional Services categories, do we submit separate organizational structures for each category?

R13.

If you will be using different staff for each category, yes

Q14. 4C Projects for Similar Services - is it acceptable to have photos with the projects or do we have to use the five page limit attachment for the photos?

R14.

Representative photographs supporting similar projects are permitted as an attachment (limit five pages).

End of Addendum

INSTRUCTIONS:

Receipt of this addendum must be acknowledged as instructed in the solicitation document. Failure to acknowledge receipt of this Addendum may result in the disqualification of Respondent's response.