

# **CITY OF ST. AUGUSTINE BEACH, FLORIDA REQUEST FOR PROPOSALS**



**22-04-RFQ**

## **HMGP #4468-017-R, City of St. Augustine Beach Professional Engineering Services for C.R. A1A / Pope Road Drainage**

### **Addendum No. 1**

<b>RFP ISSUE DATE:</b>	<b>Thursday, August 18, 2022</b>
<b>ADDENDUM NO. 1 DATE:</b>	<b>Friday, August 26, 2022</b>
<b>RFP RESPONSES DUE:</b>	<b>Wednesday August 31, 2022 3:00 P.M. (Local Time)</b>
<b>SUBMIT TO:</b>	<b>City of St. Augustine Beach City Clerk's Office 2200 S.R. A1A South St. Augustine Beach, FL 32080</b>

**22-04-RFQ**  
**HMGP #4468-017-R, City of St. Augustine Beach**  
**Professional Engineering Services for**  
**C.R. A1A / Pope Road Drainage**  
**Addendum No. 1**

The City of St. Augustine Beach has received the following questions from prospective respondents to 22-04-HMGP #4468-017-R, City of St. Augustine Beach Professional Engineering Services for C.R. A1A / Pope Road Drainage. The submitted questions and City responses are presented below and are hereby incorporated into 22-04-RFQ:

Question No. 1:

*It states in the RFQ on page 10 Tab 3: Section E – Resumes of Key Personnel (5 pages) and on page 9 F. Minimum Qualifications 1 Licensed Surveyor, 1 Licensed PE with 10 yrs, and 4 Florida Licensed PEs in Stormwater, Geotechnical, Utility and Roadway so F totals 6 resumes. Could you please clarify if we need 5 resumes in Tab 3 Section E or 6?*

Response to Question No. 1

The maximum number of SF 300 Section E pages is hereby increased to **nine (9)** to allow firms to better demonstrate their experience in the required disciplines listed in Section F of 22-04-RFQ as well as identify the abilities and experience of Key Team Members who will substantially support the project.

Question No. 2:

*Can you confirm that electronic submissions through DemandStar are acceptable and do not require an accompanying physical submission?*

Response to Question No. 2

Electronic submittals though DemandStar are acceptable in lieu of physical submission.

Question No. 3:

*Should Attachment H be filled out by the prime and/or subconsultants?*

Response to Question No. 3

Please submit an Attachment H for the Prime. Note, however, that per federal requirements, the Prime/Respondent must comply with 2 C.F. R part 180, subpart C and 2 C.F.R. part 3000, subpart C and must include a requirement to comply with these regulations in any lower tier covered transaction it enters into.

Question No. 4:

*Are licenses required as part of this submission? There was no place for them in the SOQ contents.*

Response to Question No. 4

Photocopies of individuals' professional licenses are not required in the submittal. Respondents shall include professional license numbers of Key Project Team Members (as applicable) in SF 330 Section E, Box 17.

Information related to Business License / Certificate of Authorization numbers are to be included in SF 330 Section H.

Question No. 5:

*Do the tabs and covers count toward the page counts for the sections?*

Response to Question No. 5

No, provided they are not used to present information which adds content to expand the information presented for review. Tabs and cover pages are to be limited to the minimum content necessary to identify the submittal and/or section.

Other modifications to 22-04-RFQ:

22-04-RFQ incorrectly referenced SF 300 on pages 10 and 11. Any incorrect references to SF 300 are hereby corrected to be SF 330.

No other modifications or clarifications to 22-04-RFQ are included in this addendum. Respondents are reminded to date and initial the Addendum #1 acknowledgement at the bottom of the Response Cover Sheet when completing their submittal.