

August 19, 2016

**BOARD OF COUNTY COMMISSIONERS
ORANGE COUNTY, FLORIDA**

**RFP #Y16-636-LC
UPDATE IMPACT FEE STUDY FOR PARKS AND RECREATION,
FIRE RESCUE AND LAW ENFORCEMENT**

ADDENDUM NO.1

This addendum is issued to provide clarifications/responses to questions received.

1. Question: Pre-proposal meeting. I don't see anything about a pre-proposal meeting. Can you confirm there will not be a pre-proposal?

Answer: There is no pre-proposal meeting.

2. Question: Bidding requirement. Are proposers required to bid on all three projects? The RFP says the proposer "may" propose for each study, but will only be eligible to be awarded a contract for one. Also, unlike in 2011, it does not require the proposer to provide a total cost for all three studies. All this implies we don't have to propose for all three studies, but I just want to confirm that.

Answer: The proposer only needs to fill in the Fee Schedule Form for the study they are proposing for. Proposers are not required to propose on each study to be considered responsive.

3. Question: Overall scoring. Assuming we don't have to bid on all three studies, it would seem that the County will rank proposers for each fee type separately.

Answer: Yes, they will be scored separately.

4. Question: How will the County decide which study to award to a consultant who has the highest score on more than one fee type?

Answer: The award is made on the total of all the criteria weighted scores.

5. Question: MWBE scoring: Can you explain how additional points can be obtained for these criteria?

Answer: Additional points can be obtained as bonus points; hiring welfare/dislocated recipients for the duration of the contract and subbing work out to an Orange County certified service-disabled veteran.

6. Question: Cost scoring. Can you explain the formula or procedure that will be used to assign points for the fee criteria?

Answer: The lowest priced proposal should receive the maximum weighted score for the price criteria. The other proposals should receive a percentage of the weighted score based on the percentage differential between the lowest proposal and the other proposals

7. Question: Data consistency. Is the county going to take the responsibility of providing accurate baseline data on existing development and growth projections to all three consultants?

Answer: Orange County will assist in providing population growth projection and other data specific to our area as needed.

8. Question: Methodology. Would the County be amenable to considering alternatives to basing the fire and law enforcement fees on a method other than calls for service? Would the County be willing to consider an alternative to calls for service? Alternatives include “functional population” and “residents plus jobs,” but different consultants prefer different approaches. If the County would be interested in pursuing an alternative cost allocation method, would you want the same approach to be used for both fire and law enforcement fee updates?

Answer: We are open to using other methods (than services calls) for Fire and Law fee reviews.

9. Question: Land use categories. The land use categories in the fee schedules differ for all three of these fees. For example, for residential uses, the park fee assesses fees for single-family detached, accessory single-family, multi-family, and mobile home; the fire fee assesses fees for single-family detached/duplex/mobile home and multi-family; while the law enforcement fee assesses fees for single-family detached, multi-family and mobile home. For nonresidential uses, the fire and law enforcement fees have somewhat different categories, with fire including “assembly” uses with retail/commercial, and law enforcement having an additional category for private schools. These differences are somewhat dictated by the reliance on call data, which are categorized differently for fire and law, but this would not be an issue if an alternative to calls could be considered, per the previous question.

Answer: The land use categories used for Fire and Law should be the same.

10. Question: Single consultant? Would the County consider modifying the RFP to allow (or even require) one consultant to update all three fees?

Answer: No, the RFP will not be modified.

ACKNOWLEDGEMENT OF ADDENDA

- a. The proposer shall acknowledge receipt of this addendum by completing the applicable section in the solicitation or by completion of the acknowledgement information on the addendum. Either form of acknowledgement must be completed and returned not later than the date and time for receipt of the proposal.

- b. Receipt acknowledged by:

Authorized Signer

Date Signed

Title

Name of Proposer