

October 26, 2017

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

RFP Y18-802-PH, Addendum No. 1

**ENGINEERING SERVICES FOR STOREY PARK (INNOVATION PLACE) MASTER
PUMP STATION PROJECT**

Proposal Due Date: October 31, 2017

This addendum is hereby incorporated into the bid documents of the project referenced above. The following items are clarifications, corrections, additions, deletions and/or revisions to, and shall take precedence over, the original documents. Underlining indicates additions, deletions are indicated by ~~strikethrough~~.

A. The proposal due date remains October 31, 2017 at 2:00 p.m.

B. QUESTION and ANSWER

1. Question:

Could the Project Manager and Project Engineers project experience time be extended from 10 years to 15 years.

Answer: Yes, see attached.

2. Question:

Could you eliminate the odor control requirement for Project Type B.

Answer: Yes, see attached revised page 14, Item 26 Similar Projects.

C. All other Terms and Conditions of the RFP remain the same.

D. 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.

Receipt acknowledged by:

Authorized Signature

Date Signed

Title

Name of Firm

26. SIMILAR PROJECTS

“Similar Projects” for the purposes of this Request for Proposals has been defined as:

Project Type A Pump Station Project: A new wastewater pump station with a minimum peak design pumping capacity rating of 4,000 gallons per minute, variable frequency drive motors, Supervisory Control and Data Acquisition system and an emergency/standby power system using a generator.

Project Type B Pump Station Project: A new wastewater pump station with a minimum peak design pumping capacity rating of 1,000 gallons per minute. ~~and an odor control system.~~

To obtain points for a Similar Project, the following project elements must be illustrated:

1. Preliminary Design Services
2. Final Design Services
3. Permitting Services (prepared and obtained permit(s) from the applicable regulatory agency or agencies)
4. Construction Administration Services (construction must be substantially complete to demonstrate this element).

For the Project Manager: A project will receive consideration for **one (1) point** if all **four (4) elements** were successfully completed. A project will receive consideration for **one-half (1/2) point** if **three (3) elements** were successfully completed.

For the Project Engineer: A project will receive consideration for **one point** if **three (3) elements** were successfully completed. A project will receive consideration for **one-half (1/2) point** if **two (2) elements** were successfully completed. The project will receive **zero (0) points** if element No. 2 Final Design Services, is not included.

The following criteria shall apply:

1. The Project Manager and Project Engineer must include a minimum of one (1) Project Type A. Failing to submit at least one Project Type A shall result in a score of zero (0) points for Project Type A.
2. Substantial completion is defined as the owner having beneficial use of the project.
3. No more than three (3) Similar Projects shall be submitted for evaluation of the proposed Project Manager and proposed Project Engineer. If more than 3 are submitted, only the first 3 listed shall be considered for evaluation. An individual shall be considered the Project Manager only if the individual actually performed the day-to-day management of the project and is verified by the reference confirmations.

Revised Page 14

PROJECT MANAGER

USING PAGES D1 – D3 only - List up to three **SIMILAR PROJECTS**, (one project per page), for which services have been **SUCCESSFULLY COMPLETED WITHIN THE PAST ~~TEN (10)~~ FIFTEEN (15) YEARS**, which most closely match the scope of work in this RFP, as identified in similar project description, wherein the proposed Project Manager has performed **IN THE SAME CAPACITY** with your firm, or other firms.

LIST THE **ONE** PROJECT MANAGER ONLY AS INDICATED ON FORM B. Proposers must explain and emphasize how each element of the similar project description was performed in conjunction with the project listed.

The Proposer shall ensure that the basic description of the similar project, including all required performance requirements and/or dimensions are *identified* and that the elements are adequately explained in the text. The description shall document how the particular element was performed in conjunction with the overall project. The mere listing of elements without specific details in the body of the description will negatively impact the scoring for the project.

In addition, the Proposer should provide a narrative of what skills were used that are similar in nature to what is required in the scope of services for this RFP.

SIMILAR PROJECTS

PROJECT ENGINEER

USING PAGES E1 – E3only - List up to three SIMILAR PROJECTS, (one project per page), for which services have been SUCCESSFULLY COMPLETED WITHIN THE PAST ~~TEN (10)~~ FIFTEEN (15) YEARS, which most closely match the scope of work in this RFP, as identified in similar project description, wherein the proposed project engineer has performed IN THE SAME CAPACITY with your firm, or other firms.

LIST THE ONE PROJECT ENGINEER ONLY AS INDICATED ON FORM B. Proposers must explain and emphasize how each element of the similar project description was performed in conjunction with the project listed.

The Proposer shall ensure that the basic description of the similar project, including all required performance requirements and/or dimensions are *identified* and that the elements are adequately explained in the text. The description shall document how the particular element was performed in conjunction with the overall project. The mere listing of elements without specific details in the body of the description will negatively impact the scoring for the project.

In addition, the Proposer should provide a narrative of what skills were used that are similar in nature to what is required in the scope of services for this RFP.

FORM F

SKILLS AND EXPERIENCE OF THE PROJECT TEAM

Using a maximum of three pages, 8 1/2" X 11", labeled "Form F-1" through "Form F-3" describe the experience of the entire project team as it relates to this project. Title the first page "Skills and Experience of the Project Team" and label each page as described above. Include the experience of the prime consultant, as well as other members of the project team; i.e., additional personnel, sub-consultants, branch offices, team members, and other resources anticipated to be utilized for this project. Name specific projects (successfully completed within the past ~~TEN~~ FIFTEEN years) where the team members have performed similar projects previously.

Specifically identify the management plan. The management plan shall describe, at a minimum, the Proposer's basic approach to the management of the project, to include reporting hierarchy of staff and sub-consultants, clarify the individual(s) responsible for the co-ordination of the separate components of the scope of work and describe the quality assurance/quality control plan. Provide an organizational chart for the team and label as "Form F-4"; the organizational chart will be in addition to the three page maximum.