

June 4, 2019

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

**ADDENDUM NO. 2 / RFP NO. Y19-819-EB  
DESIGN SERVICES FIRE RESCUE EMERGENCY OPERATIONS CENTER (EOC) RENOVATION**

**DATE FOR RECEIPT OF PROPOSALS: JUNE 11, 2019**

This addendum is hereby incorporated into the RFP 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 date for receipt of proposals remains unchanged.
- B. The following information provides answers to questions received from prospective Proposers:

1. **Question: Pg. 4. Item B.** This is a specialized project that requires specific project experience and knowledge - If we have MWBE partner who specializes in this kind of work and is certified M/WBE with another county/city but not with Orange County will the 27% goal still be considered as eligible?

**Answer:** No, all of the MWBE firms must be currently certified by Orange County (refer to page 4, section B). The Business Development Division's directory is available on our website at <http://apps.ocfl.net/orangebids/minorityvendorlisting/default.asp>

2. **Question: Pg. 5. Item C.** Since this solicitation it is advertised as Architectural/ Engineering services (not CM or Design Build) Could you please clarify if the \$500,000 Excess applies to the overall construction cost of this project budget \$3,000,000 or to the design only portion of this contract in regards to using "graduated MWBE firms"?

**Answer:** As stated on page 5 of the RFP, the contract solicited through this RFP is valued over \$500,000. Therefore, Graduate MWBE firms are eligible to participate.

3. **Question: Pg. 12. Item 22.** Key Personnel. Due to the limited architectural components of this project and the amount of ITS Engineering needed, can the Project Manager be a Professional Engineer registered in the State of Florida and be currently employed by the Prime Consultant if they meet the requirements under Item 26 on Page 14?

**Answer:** No, the Project Manager must be a licensed Professional Architect in the State of Florida. However, a Professional Engineer should be a part of the design team.

4. **Question:** Pg. 15. Item 27 a. The RFP reads “ It is the responsibility of the Proposer to verify sub consultants and/or other team member’s satisfactory performance on previous Orange County projects”. Is there a preference for only Orange County projects or is this an error and should it be listed as “related projects” as we have to show a comprehensive resume for the Key Personnel for the past 10 years.

**Answer:** No, there is no preference for only Orange County projects.

5. **Question:** Will the project site be available for a site visit before the interviews of the shortlisted firms?

**Answer:** The project site will not be available for a site visit during the RFP process. The project site will be available to the winning proposer for a site visit prior to negotiations of the design contract.

6. **Question:** Is there a Word document available for the Required Forms so we can keep the formatting the same?

**Answer:** Yes. It will be made available by email request to Elia.Batista@ocfl.net.

7. **Question:** If certain Forms do not apply for example the “Form N” – If we do not have any lobbyists, do we submit the form and just put “Non Applicable”?

**Answer:** All forms are required, if a specific form is not applicable to your situation it still shall be executed and submitted with your proposal and duly noted as “Not Applicable”.

8. **Question:** Form B. The Role of the Prime is indicated as Principle-in-Charge and Project Architect. Is the Project Architect considered the Project Manager for this pursuit?

**Answer:** Yes, the Project Architect is the Project Manager.

9. **Question:** Form B. Is it mandatory to have a Civil Engineering and Landscape Architecture person listed when the project is an interior renovation or can we put “Non Applicable?”

**Answer:** Exhibit A, Scope of Work, Section 1, Sub-Section 1.0 Project Criteria, Paragraph 1.2 first bullet is hereby changed to read:

- Produce a unique and functional redesign of the existing layout for the existing Emergency Operations Center that addresses the County's needs within budget and schedule. This may include Architectural, Structural, Mechanical, Electrical, Plumbing, Audio/Visual and Voice/Data elements.

C. 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:
- c. All other terms and conditions of the RFP remain the same.

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
Title

\_\_\_\_\_  
Name of Firm