

June 12, 2019

**BOARD OF COUNTY COMMISSIONERS
ORANGE COUNTY, FLORIDA
ADDENDUM NO. 4**

**RFP Y19-902-TA
WATER, WASTEWATER, AND RECLAIMED WATER FACILITIES PROGRAM
MANAGEMENT**

REVISED RFP OPENING DATE: ~~June 13, 2019~~ June 18, 2019

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.

A. RFP OPENING DATE

The date for receipt of proposals is revised from ~~June 13, 2019~~ to June 18, 2019.

B. QUESTIONS AND ANSWERS:

1. QUESTION: Does the PM have to have one experience from each of the three categories (A, B and C) or is it the collective experience of the PM and PEs that is instead essential (see italicized text below) to achieve the maximum score? These requirements seem to contradict. *d. To receive the maximum score, the combined work experiences submitted by the Project Manager and Project Engineer(s) must demonstrate at least one (1) Work Experience Type A, one (1) Work Experience Type B and either (1) Work Experience Type C or (1) Work Experience Type D*

ANSWER: The Project Manager shall have one project type A, one (1) project type B, and either one (1) project type C or one (1) project Type D. The Project Engineer shall have one (1) project type A, one(1) project type B, and either one (1) project type C or project type D.

2. QUESTION: Also, for example, can categories D1 (with the affiliated four elements) and D2 (also with the affiliated four elements) count as two experience categories?

ANSWER: Since the Proposers can only submit one project type D for full points, the second project type D would receive a score of zero. Also, refer to response to question #1.

3. QUESTION: Please see the excerpts below from the RFP as it pertains to the PM. The RFP clearly has four types of experience (Types A thru D). Yet on the instructions atop Form D (inserted below in Yellow highlight), only three categories of experience are noted

ANSWER: Refer to ITEM C and D of this addendum.

C. FORM D IS MODIFIED AS FOLLOWS:

SIMILAR PROJECTS

PROJECT MANAGER

USING PAGES D1 – D3 only - List WORK EXPERIENCE, (one work experience type per page), for Types A, B, C, AND D which services have been SUCCESSFULLY COMPLETED WITHIN THE PAST FIFTEEN (15) YEARS, which most closely match the scope of work in this RFP, as identified in work experience description, wherein the proposed Project Manager has performed IN THE SAME CAPACITY with your firm, or other firms.

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

The Proposer shall ensure that the basic description of the work experience, 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.

D. FORM E IS MODIFIED AS FOLLOWS:

SIMILAR PROJECTS

PROJECT ENGINEER

USING PAGES E1 – E3 only - List WORK EXPERIENCES, (one work experience type per page), for Types A, B C, and D which services have been SUCCESSFULLY COMPLETED WITHIN THE PAST FIFTEEN (15) YEARS, which most closely match the scope of work in this RFP, as identified in work experience description, wherein the proposed project engineer has performed IN THE SAME CAPACITY with your firm, or other firms.

LIST THE ONE or MORE PROJECT ENGINEER(s) ONLY AS INDICATED ON FORM B.

Proposers must explain and emphasize how each element of the work experience description was performed in conjunction with the project listed.

The Proposer shall ensure that the basic description of the work experience, 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.

One or more Project Engineers may be submitted for the Project Engineer Work Experience requirement.

- E. All other terms and conditions of the RFP remain the same.
- F. 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