



Joe Lauro, CPPO/CPPB  
Director

January 28, 2016

TO: ALL INTERESTED PROPOSERS  
REQUEST FOR PROPOSAL: Professional Engineering and Environmental Consulting Services  
PROPOSAL NUMBER: 156-0095-CN(RW)

**PROPOSAL SUBMITTAL IS RESCHEDULED TO: February 18, 2016 @ 3:00 P.M.**

**ADDENDUM NO. 1**

Following is additional information, clarifications, questions and responses relative to referenced Request for Proposal (RFP):

**NOTICE IS GIVEN THAT THE DUE DATE FOR PROPOSAL RESPONSE HAS BEEN RESCHEDULED TO FEBRUARY 18, 2016 AT 3:00 P.M.**

**QUESTION 1 :**

- We have reviewed the RFP and see that it is asking for similar engineering services as listed under RFP 145-0342-CN(RW) Roadways, Drainage, Structural, Civil and Traffic Engineering services. Would you please clarify how the new advertised RFP (RFP 156-0095-CN (RW) Professional Engineering and Environmental Consulting Services) differs? For example, if we were awarded a contract for 145-0342-CN, can we still submit for a contract under 156-0342-CN?
- While we are finalizing 145-0342-CN, my question concerns 156-0095-CN(RW). The Scopes for both contracts look to be very similar. What is the real difference between the two? If we have a contract under 145-0342-CN can the County department requesting 156-0095-CN(RW) use our contract too, or do we need to resubmit for 156-0095-CN(RW)?

**ANSWER 1:**

Firms awarded 145-0342-CN(RW) are not disqualified from consideration for this contract. The requesting department does have the ability to use 145-0342-CN when appropriate. However, some types of work not covered by 145-0342-CN that are part of 156-0095-CN include:

- Watershed management planning tasks including: developing, updating, or peer review of hydraulic/hydrologic models, pollutant loading models, and receiving water models.

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- Development of environmental studies and sample design to identify pollutant sources, status and trend assessment, and support the development of restoration/management plans for surface waters.
- Field collection of environmental samples which may include water quality, sediment, groundwater, or biological data.
- Environmental data management and analysis including statistical and spatial analysis.
- Technical review of environmental regulations including Total Maximum Daily Loads, water quality assessments, and other regulations impacting or related to National Pollutant Discharge Elimination System Municipal Separate Storm Sewer Systems (MS4) permits or stormwater operations.
- Assessing impacts from sea level rise.
- GIS work related to maintaining impervious coverage data.
- Community Rating system program support and implementation of floodplain management projects (including public outreach).

**QUESTION 2:**

- **How many firms does Pinellas County anticipate awarding for RFP 156-0095-CN (RW) Professional Engineering and Environmental Consulting?**
- **Can you please tell me how many firms will be selected for this contract?**
- **Can you please indicate the approximate number of contracts that the County expects to award through this solicitation?**

**ANSWER 2:**

This information is not known at this time.

**QUESTION 3:**

- Can you please send me the Plan Holders List of vendors who submitted Intention to Bid Letters for the above project?**
- If not available, perhaps you could send me the sign in sheet from a pre-bid meeting if one was held.**

**ANSWER 3:**

- No Intention to Bid Letters have been received for this proposal.
- There was no pre-bid meeting for this proposal.

**QUESTION 4:**

- **Could you please tell me how many contracts will be awarded for the above referenced RFP?**
- **Is it contemplated that there will be multiple awards?**

**ANSWER 4:**

This information is not known at this time.

**QUESTION 5:**

- **Can you please identify County departments that will be represented on the Evaluation/Selection Committee?**
- **Please provide the names and division affiliation of the RFP review/selection committee.**

**ANSWER 5:**

The list of selection committee members has not been finalized. Proposers are reminded of Section A-General Conditions, 16. Lobbying.

**QUESTION 6:**

**Can you please indicate whether or not the County anticipates conducting interviews with a shortlist of top-ranked firms?**

**ANSWER 6:**

This information is not known at this time.

**QUESTION 7:**

**The intent of this solicitation is to acquire a broad range of professional services for Pinellas County based on the definition of "Continuing Contract" in FS 287.055:**

**1. Engineering Services****a) Civil****b) Environmental****c) Geotechnical****d) Hydrogeological****e) Structural****f) Surveying****2. Environmental Services****3. Mapping/GIS Services****4. Planning Services****5. Construction Management Services****ANSWER 7:**

This statement is correct.

**QUESTION 8:**

**Has this contract been awarded in the past and if so, could you tell me which firms previously held the contract?**

**ANSWER 8:**

This is a request for new services not previous acquired by the County.

**QUESTION 9:**

**Regarding RFP Number 156-0095-CN(RW), are covers and tabs included in the page count?**

**ANSWER 9:**

Covers and tab divider pages are not included in the page limit.

**QUESTION 10:**

- **Please specify what types of planning services are required?**
- **Under Section B – Special Conditions, item 6-B on page 11 – Scope of Services: in the numbered items of services that may be sought, could you please elaborate on what is meant by #4 "Planning Services"?**

**ANSWER 10:**

Planning services include support for stormwater operations and environmental management programs. Examples include watershed management plan updates, capital improvement project planning and prioritization, planning for stormwater maintenance activities, and resiliency and climate adaptation planning.

**QUESTION 11:**

From Section E, "...the Consultant shall be required to prepare a detailed scope of work and a schedule for the assignment which shall include a not to exceed budget amount for the assignment based on negotiated contract fee schedule." Does the County have a preference for either lump sum based project budgets or time and material based project budgets?

**ANSWER 11:**

This may be project dependent, but lump sum based budgets are more commonly used by the requesting department.

**QUESTION 12:**

I am requesting clarification of the intent of the contract with specific attention to geotechnical services. In Section B.6.b, Scope of Services, the services sought specifies numerous different work categories including geotechnical engineering in the listing. Further, this paragraph references Section E for the Scope of Services. Section E describes a number of specific services all related to water resources (hydrology, environmental etc.), and does not mention most of the work areas listed in Section B.

**ANSWER 12:**

Yes, the primary focus of this contract is water resources related. However, some design work may require a variety of engineering disciplines including geotechnical services.

**QUESTION 13:**

Is this contract offered primarily to firms specializing in water resources?

**ANSWER 13:**

The majority of work to be performed under this contract is surface water, stormwater, and natural resources related. Experience in this area will be required and considered during the evaluation of proposals.

**QUESTION 14:**

Is geotechnical engineering anticipated under this contract?

**ANSWER 14:**

Yes, some geotechnical engineering is anticipated under this contract as a support function to the surface water, stormwater, or natural resources projects.

Sincerely,

  
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Director of Purchasing