



Joe Lauro, CPPO/CPPB  
Director

August 10, 2017

TO: ALL INTERESTED PROPOSERS  
REQUEST FOR PROPOSAL: Solid Waste Master Plan – Professional Engineering Services  
PROPOSAL NUMBER: 167-0471-NC (SS)  
PROPOSAL SUBMITTAL IS DUE: **September 26, 2017 @ 3:00 P.M.**

**ADDENDUM NO. 1**

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

**QUESTIONS:**

1. Question:
  - a) Due to the upcoming Labor Day weekend, would the County consider extending the submittal date?
  - b) Due to the Labor Day holiday and the level of detail requested in the RFP, would the County consider an extension to the due date?
  - c) Due to Hurricane Irma, and the estimated impact of Florida, will the deadline be extended to account for the potential damage including but not limited to delays in mail, shipping route disruptions, or other issues with timed arrivals?

**Response: The submittal date has been changed from September 19, 2017 @ 3:00 P.M. to September 26, 2017 @ 3:00 P.M.**
2. Question: We understand from the scope that the County's 24 municipal partners will be involved in the planning process. What specific outreach needs do you anticipate within these municipalities?  
**Response: The County expects the proposer to identify specific outreach approaches to identify current capabilities, gaps and partnership potentials for countywide and regional solid waste solutions.**
3. Question: In the scope of work, under Phase 3: Implementation Plan & Presentations, you mention the need to "provide support for municipal and private partner presentations." Please identify who the private partners are that you are referring to.  
**Response: Private partners would be any private partners identified in the development of Phase 3 Implementation Plan and Presentations, a. Report i. Develop implementation plan for selected management options, 3. Public/Private partnership facilitation.**
4. Question: Item B. Tab 1, Page 14 indicates a page limit of 50 pages, and notes that Tab 2-6 has a maximum of 50 pages. We are assuming this means that the Introduction Tab does not have a page limit. Is this correct?  
**Response: Correct, however the submittal shall be limited to one hundred (100) pages**

5. Question: Section 4.c. Page 12, Volume of Work Previously Awarded by the County: We are assuming this amount will be the total for the Prime Proposer only, and does not include subconsultants. Is this correct?

**Response: Correct.**

6. Question: Please expand on your expectations for the level of community engagement anticipated under this contract. For example: How many public meetings? Will engagement activities be limited to within Pinellas County or expanded regionally?

**Response: The County expects the proposer to determine the level of community engagement to properly evaluate and recommend regional solid waste solutions. The County has reached out to communities in the five county Tampa Bay Region (Pinellas, Hillsborough, Pasco, Manatee and Sarasota) and has received a few statements of interest.**

7. Question: The RFP, in section 4.c indicates the volume of work will be based on all CCNA Non-continuing contracts. Does this mean that any work done under a continuing services contract does not count toward the dollar volume used to assign points?

**Response: Volume of work is evaluated on CCNA non-continuing contracts awarded to a firm during the past two (2) previous completed fiscal years through current date. Continuing contracts are not used for evaluation of this criteria.**

8. Question: We intend to submit a response to the RFQ 167-0471-NC (SS): Solid Waste Master Plan – Professional Engineering Services as the primary contractor. We have selected a local firm near Pinellas County that will be in our proposal as a subcontractor that also has significant solid waste credentials. Based on our understanding of the RFQ, the prime needs to be licensed in Florida to provide Professional Engineering Services in Florida. We are authorized to do business in Florida and have a number of Professional Engineers working for our company that are licensed in multiple states. We are currently in the process of registering as a foreign corporation to provide professional engineering services in the State of Florida. We should have confirmation of the license approval by the time of the award. If not, however, will you accept our subcontractor as the primary for the project in our stead? We would remain as the subcontractor

**Response: The primary firm should be licensed in Florida to provide Engineering Services at the time of the submittal.**

All other specifications, terms and conditions remain the same.

Please remember to acknowledge receipt of this Addendum in Section G, Page 27 under Addendum No.1 and return with completed proposal package.

Sincerely,

*Joe Lauro CPPO/CPPB*

Joseph Lauro, CPPO/CPPB  
Director of Purchasing

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