



Joe Lauro, CPPO/CPPB  
Director

November 7 , 2017

TO: ALL INTERESTED PROPOSERS  
REQUEST FOR PROPOSAL: Coastal Management Environmental Consulting Services  
PROPOSAL NUMBER: 167-0486-CN (RW)  
PROPOSAL SUBMITTAL IS DUE: November 28, 2017 @ 3:00 P.M.

**ADDENDUM NO. 1**

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

**QUESTIONS:**

Question 1:

- Could you provide the list of incumbents?
- Inquire if there were any incumbents for this contract and if so, who they were?
- If this is an existing contract, who are the incumbents?

**Response 1:**

**The current contract is held by Aptim Coastal Planning & Engineering, Inc.**

Question 2:

Please advise if the county will accept multiple respondents?

**Response 2:**

**This Request for Proposal (RFP) is open to any proposer and will be evaluated based on the details of the entire RFP.**

Question 3:

- How many firms the County intended to select for this contract?
- Does the Board of County Commissioners (the County) intend to select a single firm or will multiple awards be granted for work from this solicitation?

**Response 3:**

**The number of consultants selected will be determined after the evaluation.**

PLEASE ADDRESS REPLY TO:  
400 South Ft. Harrison, Sixth Floor  
Clearwater, Florida 33756  
Phone: (727) 464-3311  
FAX: (727) 464-3925

Website: [www.pinellascounty.org/purchase](http://www.pinellascounty.org/purchase)



Question 4:

- Does the respondent need to provide every service or can a subset of services be applied for?
- Do the scope of services listed in Section 7B on page 14 apply to this RFQ?

**Response 4:**

**There is a possibility any one of the listed services will be used for a work assignment. Proposers are encouraged to present experience and expertise for the discipline(s) at which they excel and will be evaluated accordingly. Proposers may include subconsultants that are proficient in other disciplines required for this contract.**

Question 5:

Is this a brand new contract?

**Response 5:**

**No**

Question 6:

The RFQ indicated several times a “grant” and specific conditions that the selected contractor will be responsible for. What is the nature of the grant, source of the grant, the stated goals/objective of the grant, and the total amount awarded (or to be awarded to the county)?

**Response 6:**

**Some work assignments may be supported by State grants. Grants for coastal projects are expected to be predominantly through the Florida Department of Environmental Protection’s (FDEP’s) annual Local Government Funding Request process. The goals, objectives and amount of each grant are project specific and dependent upon each funding request submittal.**

Question 7:

Regarding ‘Evaluation Criteria’ ‘a.’ and ‘b.’ Several subfactors are listed under each, worth 425 and 375 points, respectively. Are they listed in relative importance, or is each equal to every other? If not, *approximately* how many points is each subfactor worth? It may help respondents to gauge their ability to be successful in this pursuit if can be provided. However, as written, there are, in sum, 12 subfactors that account for 80% of the possible points with little information about relative value of these seemingly very important considerations.

**Response 7:**

**Evaluation criteria “a” has a higher importance than criteria “b”. Criteria “a” is worth 450 and “b” is worth 375 maximum points, respectively.**

Question 8:

On form Section D – Vendor References, can the references be from the team or only from the prime? Meaning, can we use a reference from one of our subconsultants in this area, along with ones from the Prime?

**Response 8:**

**Section D – Vendor References should be reflective of the prime proposer.**

Question 9:

Can the proposed Project Manager's personal project management experience leading a project at another firm be used in the Section F project descriptions?

**Response 9:**

**Standard Form 330 Section F is for example projects that best illustrates the proposed team's qualifications for the contract. Proposers may include projects where the project manager and multiple team members worked together.**

All other specifications, terms and conditions remain the same.

Please remember to acknowledge receipt of this Addendum in Section G, Page 28 under Addendum No.1 and return with completed proposal package.

Sincerely,

A handwritten signature in black ink that reads "Joe Lauro CPPB/CPPO". The signature is written in a cursive style.

Joseph Lauro, CPPO/CPPB  
Director of Purchasing