ADDENDUM NO. 1

PROFESSIONAL ENGINEERING SERVICES

RFQ 2026-001

Subject: Questions and answers provided via email and at the non-mandatory pre-bid meeting.

1. Will the General Services Department be open on November 25, 2026 to accept submittals early? Will someone be available to receive the submittal? Are there any special holiday hours or delivery instructions?

   Answer: City offices will be open and operating under their regular schedule on November 25, 2026, open from 8:30 – 4:30. City offices will be closed on November 26th and 27th in observance of the Thanksgiving holiday.

2. Given the recent flooding, please confirm if the 10:00 am pre-submittal meeting will still be held as scheduled and in person?

   Answer: The meeting is still scheduled as posted.

3. The RFQ identifies a four-page limit to Tab B which includes a SF 330 form. Does this form count towards the four-page limit? If yes, would the City accept just Part I, A-D and Part II in order to comply with the page limit?

   Answer: You may exceed the page limit as needed.

4. Can a list of firms currently under contract for providing Professional Engineering Services be provided?

   Answer: Yes, it will be provided in the addendum: Kimley Horn, Culpepper & Terpening, Craig A. Associates, South Florida Engineering

5. Can a one-week extension of the November 30, 2026, submittal deadline be considered due to the Thanksgiving holiday weekend, holiday closures, and staff availability? Would the City consider a December 7, 2026, deadline?

   Answer: No, we are unable to extend the submittal deadline beyond November 30, 2026.

6. Is this submission required to include a full SF330 Part I and Part II?

   Answer: Yes, both Part I and Part II are required.

7. According to Submittal Format & Table of Contents – D.Past Performance in Similar Activities in Florida, there is a page limit of two. Does this mean only two projects should be presented, or may we include more?

   Answer: Yes, you may include more.

8. Since the full SF330 Part I and Part II are required, may we include the standard 10 projects requested under Section F?

   Answer: Yes.

9. Do the page limits exclude the SF 330 Forms? If so, should Section E (resumes) of the SF 330 include the whole project team or just the top 3 key staff as outlined in the City's RFQ Section I and J?

   Answer: Yes, you can disregard the page limits. Include the top 3 key staff only.

10. Would it be acceptable for respondents to break up the Standard Form 330 and place these sections in their corresponding RFQ tabs and include the SF 330 sections with no overlap in Tab B? If so, would it be allowable to exceed the page limitations in each section that requires Standard Form 330 content?

    Answer: Yes, it would be acceptable to break up the SF 330 responses and add them to the corresponding RFQ tabs. Yes, exceeding the page limitations is allowable.

11. Is the SF 330 included in the page count in Tab B? Is Tab J limited to two pages total, or may we provide up to two pages for one individual from each subconsultant?

    Answer: You can disregard the page counts.

12. Is spiral or comb binding acceptable? What is your requirement?

    Answer: There are no requirements for binding method.

13. Are divider tabs, the table of contents and required attachments excluded from section page limits?

    Answer: Yes.

14. Does the City expect respondents to provide a complete subconsultant team with their SOQ or may specialty subconsultants be incorporated at a later date based on the requirements of individual task assignments?

    Answer: Regularly used subconsultants should be included with the SOQ. Specialty subconsultants may be incorporated at a later date.

15. For Tabs G and H, may respondents provide tables identifying office locations, resources, and travel distances in conjunction with the maps, or must all required information be presented solely on the map exhibits?

    Answer: Tables are acceptable.

16. Within the list of activities, it says Construction Inspection Services. Will this require full time staff or occasional oversight?

    Answer: Occasional oversight.

17. Is there an updated capital plan available?

    Answer: No, not at this time. Please use the current 24-25 version.

18. As of January, there are changes to state laws regarding MBE qualifications. What are the expectations of the MBE qualifications regarding the evaluation?

    Answer: There will be no implications in the scoring based on the changes in the law. We won't be scoring based on the MBE qualification. Our preference is to have MBE certified teams.

18. How many firms will be selected?

    Answer: We expect the Council to select up to five firms.