



**Addendum No. 1 to RFQ 2024-25  
PROFESSIONAL CONTRACT AND PROJECT ADMINISTRATION  
EMERGENCY  
OPERATIONS CENTER**

*Issued APRIL 25, 2024*

**SECTION 1.0 SCHEDULE OF EVENTS**

Failure to comply with this or any other paragraph of this RFQ shall be sufficient reason for rejection of the bid.

*All times listed in the Schedule of Events are Eastern Standard Time (EST).*

<i>Event</i>	<i>Date/Time</i>
Proposal Advertisement Date	April 4, 2024
Release of Request for Proposals	April 4, 2024
Questions Due from Prospective Respondent	April 18, 2024 by 5:00 p.m.
<b>Responses to questions due</b>	<b>April 25, 2024</b>
<b>PROPOSALS DUE TO BOCC</b>	<b>May 6, 2024 by 3:00 p.m.</b>
Oral Presentations (if needed)	May 21 – May 22, 2024
Posting of Selection Committee Rankings	May 23, 2024
Board Consideration of Selection Committee Rankings and Authorization to Enter Into Negotiations	June 3, 2024
Posting of Intended Award	June 4, 2024
Board Consideration of Intended Award	June 17, 2024
Posting of Notice of Award	June 18, 2024

**This addendum is being posted to provide County responses to questions that were received.**

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**Questions due April 18<sup>th</sup> and responses to proposal questions due on or before April 25<sup>th</sup>**

**Questions and Answers**

Q1: What is the intended construction delivery method for the Emergency Operations Center?

A1: The construction delivery for this project is design-bid-build.

Q2: Once you bring on-board your Project Administrator, will you be hard-bidding the project or will you be utilizing the Construction Manager at Risk approach?

A2: The County will competitively bid out the construction portion of this project.

Q3: With regard to RFQ 2024-25, does the RFQ scope include civil engineering and landscape architecture or will those services be included in an RFQ to be released at a later time?

A3: The scope of this RFQ is for the construction of the Emergency Operations Center only. It does not include civil engineering, stormwater or landscape architecture.

Q4: **General Information SECTION 4.0 RECEIPT AND OPENING OF THE PROPOSAL**, 4.6, References pricing? *‘ 4.6 Pricing shall be valid for a period of 90 (90) days from opening of the proposal or until and award is made, whichever comes first.’* Given this is an RFQ (credential based selection) does pricing for services need to be included?

A4: Pricing is not part of this RFQ and therefore should not be included.

Q5: **General Information SECTION 6.0 PROPOSAL RESPONSE REQUIREMENTS**, 6.9 references SAM. This project will be following federal procurement provisions as we understand this. Are we correct in this assumption? Will we be subjected to Federal wage rates?

A5: We request that interested firms be registered with SAM.gov and be familiar with federal regulations as they pertain to construction projects. The successful firm will not be subject to Federal wage rates for this RFQ.

Q6: **General Instructions, SECTION 9.1 DEFINITIONS Proposed Bond** Is there a bond required for this administration, 9.6.2 seems to strike the requirement?

A6: No. Performance and Payment bonds are not applicable to this RFQ.

Q7: **General Instructions, SECTION 9.1 DEFINITIONS Performance Bond** Is there a performance bond required for administration, 9.6.2 seems to strike the requirement?

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A7: Please refer to A6.

Q8: **General Instructions, SECTION 9.1 DEFINITIONS**, “*Local Business means a business that has a current business tax receipt issued by Wakulla County, if required and has its principal office located within Wakulla County currently and for six (6) months period immediately preceding submission of a response to a Competitive Procurement.*” Does Local Business mean local businesses have to reside in Wakulla County or will the County entertain the surrounding counties as local businesses?

A8: The successful firm is not required to be a local business as defined in SECTION 9.1 DEFINITIONS Local Business.

Q9: **General Instructions, SECTION 9.1 DEFINITIONS**, 9.6.3 Non-Appropriation of Funds. Speaks to cancelling the contract due to non-appropriation and surrendering equipment. Is there equipment foreseen in this RFQ for the administration of the contract?

A9: There is no equipment foreseen in this RFQ for the administration of the contract.

Q10: **Appendix B, Contract for Professional Services, ARTICLE ONE CONSULTANT’S RESPONSIBILITY, 1.1**, References professional engineering consulting services? Should this not be Appropriate Design Professional or Architect?

A10: Please address any questions or concerns relating to Appendix B, Draft Contract in Form 15 of the Bid Proposal Forms. Questions and concerns will be addressed by Wakulla County’s legal counsel once the successful firm has been identified.

Q11: **Appendix B, Contract for Professional Services, ARTICLE ONE CONSULTANT’S RESPONSIBILITY, 1.3, References** “Basis of Compensation, Exhibit A”? Since this is an RFQ, or our understanding is that it is a credential based selection, are hourly rates being considered in scoring of proposals during the selection process?

A11: Please address any questions or concerns relating to Appendix B, Draft Contract in Form 15 of the Bid Proposal Forms. Questions and concerns will be addressed by Wakulla County’s legal counsel once the successful firm has been identified.

Q12: **Appendix B, Contract for Professional Services, ARTICLE TWO, BASIC AND ADDITIONAL SERVICES OF THE CONSULTANT, 2.1,e** It appears that the County is seeking a detailed/itemized Opinion of Probable Cost? Is that to be performed prior to bidding?

A12: Please address any questions or concerns relating to Appendix B, Draft Contract in Form 15 of the Bid Proposal Forms. Questions and concerns will be addressed by Wakulla County’s legal counsel once the successful firm has been identified.

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- Q13: **Appendix B, Contract for Professional Services, ARTICLE TWO BASIC AND ADDITIONAL SERVICES OF CONSULTANT, 2.2 Additional Services,” c. Preparation and submission of information to the necessary consultation with the local Transportation , Florida Department of Environmental Protection, Florida Department of Transportation, regional water management districts, U.S. Army Corp of Engineers and other appropriate regulatory agencies....”** What regulatory agency does the County anticipate being in need of information?
- A13: Please address any questions or concerns relating to Appendix B, Draft Contract in Form 15 of the Bid Proposal Forms. Questions and concerns will be addressed by Wakulla County’s legal counsel once the successful firm has been identified.
- Q14: **ARTICLE 12, OWNERSHIP OF DOCUMENTS, 12.1** If the consultant generates these documents should this not be rephrased to reflect joint ownership of the document produced under this contract?
- A14: Please address any questions or concerns relating to Appendix B, Draft Contract in Form 15 of the Bid Proposal Forms. Questions and concerns will be addressed by Wakulla County’s legal counsel once the successful firm has been identified.
- Q15: **ARTICLE 12, OWNERSHIP OF DOCUMENTS, 12.1, d. ‘Transfer at No Cost’** Would this not be covered under the compensation clause that addresses reimbursables?
- A15: Please address any questions or concerns relating to Appendix B, Draft Contract in Form 15 of the Bid Proposal Forms. Questions and concerns will be addressed by Wakulla County’s legal counsel once the successful firm has been identified.
- Q16: **APPENDIX B, ARTICLE 14, INSURANCE, 14.7, d. Commercial General liability ...** This clause seems to reflect a broader scope of insurance coverage than would typically be requested for an administrative process. Is this required given that each of the parties subject to work on this project carry their insurance as independent contractors.
- A16: Please address any questions or concerns relating to Appendix B, Draft Contract in Form 15 of the Bid Proposal Forms. Questions and concerns will be addressed by Wakulla County’s legal counsel once the successful firm has been identified.
- Q17: **ARTICLE 18, CONFLICT OF INTEREST** Can design professionals previously employed in the current design of this project participate in the RFQ process? It seems given the language that any design professional having participated in the design would be excluded from this RFQ?
- A17: Please address any questions or concerns relating to Appendix B, Draft Contract in Form 15 of the Bid Proposal Forms. Questions and concerns will be addressed by Wakulla County’s legal counsel once the successful firm has been identified.