



# St. Johns River Water Management District

Michael A. Register, P.E., Executive Director

---

4049 Reid Street • P.O. Box 1429 • Palatka, FL 32178-1429 • 386-329-4500 • [www.sjrwmd.com](http://www.sjrwmd.com)

DATE: March 30, 2023

TO: Prospective Respondents

FROM: Wendy L. Cox, Procurement Director

SUBJECT: Addendum #2 to Request for Qualifications 38414 - Hydrologic, Hydraulic, Hydrodynamics and Environmental Modeling and Analysis Services

This addendum has been issued due to the following questions received regarding the above referenced solicitation. A response to each questions is provided.

1. Question: For the Similar Projects can those projects be a combination of projects that our firm, key personal, individual, or project manager worked on?

Response: We considered this, and the answer we came to was that if key personnel were in charge of the project, or played a major role in a project, at another firm, then we would consider the skills needed for that project to come with that person to the new firm. Therefore, that could be included. However, to keep the projects submitted to a reasonable number, it needs to be from someone who played a significant role in that project.

2. Question: Do contract exceptions need to be submitted with the RFQ?

Response: Yes.

3. Question: Can we get a word version of the forms for the RFQ? It would make filling them out easier.

Response: Yes, and the Microsoft Word version has been uploaded to Demandstar, Vendor Registry and the state of Florida's MyFloridaMarketPlace vendor bid system.

4. Question: On page 4 of the RFQ under Instructions to Respondents, Item 2. Where to Deliver Submittal, it states that "Responses can now be uploaded directly to [www.demandstar.com](http://www.demandstar.com)". On page 10 under Preparation and Organization of Submittals, Item 9 states that "All electronically submitted files shall be saved to a single CD or pin/thumb/jump drive. The CD or pin/thumb/jump drive MUST be placed in a sealed envelope pursuant to the instructions under Item 3 for sealed responses..." Can SJRWMD confirm that if an electronic file is uploaded to DemandStar, an additional electronic version of the submittal does not need to mailed to the District?

Response: Yes, that is correct. If a Respondent chooses to respond to this solicitation through Demandstar's e-Bidding process, the Respondent is not required to also mail an electronic file (flash/jump drive).

5. Question: When responding to a particular discipline (A, B, C, or D), are respondents required to provide expertise and experience in all of the bulleted items under the particular discipline, or can we respond to a subset of these items?

Response: A Respondent can respond to a subset; however, the more bullet points the Respondent has expertise in, the better their chance of scoring higher in that section of their submittal.

6. The Southwest Florida Water Management District (SWFWMD) issued a solicitation for very similar services on March 17, 2023, with responses due on April 11, 2023. We are interested in pursuing both the SWFWMD solicitation and this SJRWMD solicitation which has responses being due on April 18, 2023. Given that small firms typically have fewer staff and resources dedicated to responding to these solicitations than do the larger, national firms, will SJRWMD consider extending the due date for SOQs by one or two weeks to enable smaller firms to respond to both the SWFWMD and SJRWMD solicitations?

Response: Unfortunately, we are not able to accommodate a revised solicitation schedule due to it potentially negatively impacting our Minimum Flows and Levels program schedules.

**NOTE: The response due date for this solicitation remains as 2:00 pm, April 18, 2023.**

Please acknowledge receipt of this Addendum on the SUBMITTAL FORM provided in the Request for Qualifications document.

If you have any questions, please contact me at [wcox@sjrwmd.com](mailto:wcox@sjrwmd.com) or at (386) 329-4118.