



ADDENDUM NO. **1**
Issue Date: July 13, 2022
Project Name: Professional Surveying and Mapping Services
RFQ Number: 2022064
RFQ Opening Date: July 22, 2022

This addendum is being released to answer questions received to date. The information and documents contained in this addendum are hereby incorporated in the request for qualifications. **This addendum must be acknowledged where indicated on the firm information form.**

As a reminder, the following must be submitted by the deadline for your SOQ to be responsive:

- 1 printed original SOQ
- 5 printed copies of your SOQ
- 1 electronic (pdf) copy of your SOQ

Questions & Answers

1. Under the Submittal Instructions Item G. Litigation – Do we list cases that we, as a company, were litigated against or cases that our Surveyors served as an expert witness representing Public and Private clients?
Expert witness services do not need to be listed.
2. Would you please advise who the evaluators are for the RFQ?
The selection committee has not yet been identified.
3. Are the consultants allowed to use Indian River County as a reference?
Consultants are not prohibited from listing Indian River County as a reference.
4. How many references should clients use for this submittal?
The Firm Information form provides space for four references, but more may be submitted.
5. Could you further detail what the criteria is for the “Proposed timeline”, it is difficult to separate it from what could be included in the “Approach” criteria.
Timeline should detail the length of time to gather data, prepare deliverables, and complete a project.
6. Can we use Engineering firms as a reference?
Yes, but we prefer to see experience with government agencies.
7. Reference and Litigation have separate tabs but are also on the Firm Information Form, do we list in both places?
Delete item g. Litigation from the list of Information to be Submitted on page 5, Submittal Instructions. You can provide the information on the Firm information form, or state “see attached” on item 5 of the form, and attach your own list on the next page(s). If tabbing your Statement of Qualifications, we have no preference on whether you skip tab g, or renumber (making the Firm Information Form tab g). Tabs are not required, but we do ask that the information be presented in the order requested.