



## ADDENDUM NO. 2

Issue Date: July 25, 2023  
Project Name: Continuing Environmental, Ecological, and Biological Support Services  
RFP Number: 2023060  
RFP Opening Date: **August 3, 2023**

This addendum is being released to answer questions received to date and make modifications to the RFP documents. Duplicate questions may not receive a direct response. The information and documents contained in this addendum are hereby incorporated in the RFP. This addendum must be acknowledged where indicated on the firm information form, or the RFP may be declared non-responsive.

### Questions and Answers

- Regarding the first line on services that the county is requesting services for
1. “Preliminary Environmental Property Assessments” – Please provide a definition of PEPA that will be asked of the firms.  
**A Preliminary Environmental Property Assessment is conducted to identify any areas of concern and determine if contaminants are or were present on a site at any time. Areas of concern are broader than the recognized environmental conditions included in a Phase I Environmental Site Assessment. They include: where any hazardous substances, waste, or pollutant were known or suspected to have been discharged, generated, manufactured, stored, transported, handled, treated, or disposed; electrical transformers, aboveground or underground storage tanks, floor drains, septic systems, etc. Like a Phase I ESA, historic records, property owner details/tax records, town, state and county files are reviewed, a site inspection is conducted, aerial photographs, Sanborn maps, City Directories, and topographic maps are reviewed.**
  2. Regarding “Section 6. Pricing”, is there a pricing sheet/form that is being used to provide this information?  
**There is no pricing form/sheet for this RFP.**
  3. On the Firm Information form, on the table that is asking for our registration and certification numbers, are you requiring our corporate license and minority business certification numbers or are you asking our staff professional licenses and certification numbers?  
**Please provide firm’s license numbers.**

4. Page 3, 2d: We have never requested client references nor project costs or project states & stop dates from the client. Is that up to the County or the Consultant to obtain this information?

**Your firm should have the information on projects you have completed, including your client point of contact. Information is only requested for the portion of work completed by your firm, not the overall construction projects.**

5. Page 7, E-verify: Can this be completed if needed after selection of consultant (prior to contracts)?

**No. E-verify enrollment must be completed prior to the submittal of your proposal. We will not make a conditional recommendation of award (pending e-verify enrollment).**

6. Page 8 / Insurance states “prior to the contract”;...please define what “THE”.... selection of the top 5 or ...1st contract for work after selection?

**The certificate of insurance is required prior to the execution of the agreement by the County.**

7. How can I find out the questions and answers from others, and the answers to my questions? I am not a member of a service to provide RFQs or RFPs.

**It is not necessary to subscribe to Demandstar or other service to obtain solicitations and their addenda. Please visit [www.ircgov.com/departments/budget/purchasing](http://www.ircgov.com/departments/budget/purchasing), and click “Current Solicitations” to be directed to the web site where the documents can be downloaded free and without a requirement to enroll.**

8. The RFP requests that completed proposals are sent to purchasing@ircgov.com in addition to the noted hard copies. What is the maximum file size that purchasing can receive?

**Maximum file size is 15 MB.**

9. On page 3 of the RFP, item #3 and item #5 both request team availability. Is it the County's intent to include availability in both sections? If so, what are the differences between the two requests?

**Provide availability of your team only in section 5.**

10. Does the County want to see resumes of key individuals? If so, where might these be placed?

**While resumes are not required, you may include them under section 3, Project Team. There is no page limit, however, please consider the committee’s limited time and the need for Proposals to be concise. Images of licenses and certifications are not desired. Please provide only information relevant to the requested services, and please double-side where possible.**

11. Some of the terms in the RFP document are inconsistent with the provided sample contract; of specific concern are the indemnity terms and Professional Liability Insurance requirements. Please provide clarification as to which terms take precedence.

**The sample agreement prevails. The Insurance section on page 8 of the RFP is modified as follows:**

**Insurance:**

The Consultant shall provide, prior to execution of the contract, the insurance required under this section for approval by the County. Firm's insurance shall be primary. The County shall be named as an additional insured for ~~both~~ General Liability ~~and Automobile Liability~~. The awarded firm shall maintain the following limits of insurance during the term duration of this agreement.

**General Liability**

- ~~Each Occurrence \$500,000~~
- ~~Fire Damage any one fire \$50,000~~
- ~~Medical Expenses any one person \$5,000~~
- ~~Personal and Advertising Injury \$500,000~~
- ~~General Aggregate \$500,000~~
- Combined Single Limit per accident for bodily injury and property damage \$5001,000,000

**Automobile Liability** – Combined Single Limit \$500,000

**Worker's Compensation** as required by the State of Florida

- Each accident \$100,000
- Each Disease – Each employee \$100,000
- Each disease – policy limit \$500,000

**Professional Liability Insurance**

\$1,000,000 per occurrence

- 
- ~~\$2,000,000 aggregate combined single limit~~
  - ~~\$5,000 maximum deductible per claim~~

The policy shall cover the firm, all employees, and/or volunteers, and all independent contractors, subcontractors and professional contractual persons hired or retained by contractor.