



St. Johns River

Water Management District

Ann B. Shortelle, Ph.D., Executive Director

525 Community College Parkway S.E. • Palm Bay, FL 32909 • 321-984-4940
On the internet at www.sjrwmd.com.

DATE: September 16, 2019
TO: Prospective Respondents
FROM: Amy Lucey, Contracts Administrator
SUBJECT: Addendum #2 to Request for Qualifications # 34833, Water Control Structure Underwater Inspection

As a result of inquiries, the following clarifications/changes are provided for your information. Please make all appropriate changes to your proposal documents. Note: changes are reflected with original language shown with strike-through and new language is **bold**.

- Q1: **If the company firm is less than 5 years in business, but has supervisors and engineers with 5 years or more experience, still be considered as a qualified respondent?**
A1: Yes, Page 7 Section 8 MINIMUM QUALIFICATIONS, Item a. States respondent (or combination of the firm and individual, or project manager assigned to the work) must have successfully completed at least two projects of similar nature within the past five years.
- Q2: **Will the team professional engineer physically be required to be onsite / in the field for every inspection conducted on behalf of this contract?**
A2: No, they should be on site from time to time but be available to the dive team should an issue arise that would need their input/decision.
- Q3: **Will the contractor be responsible for removal of debris / sediment that may be obstructing or hindering the ability to fully evaluate any structure?**
A3: The District will remove any floating vegetation to allow the dive team safe access to the structures. We can't predict what may be under the water line. Any obstructions under water the water line will be dealt with at that point. Who removes the obstruction would depend on what it is and how large it is. If practicable, the dive team will remove. If large obstructions are encountered and equipment is required the District will provide the equipment with the help of the dive team.
- Q4: **How will the award amount for this contract be determined?**
A4: This is a Request for Qualifications. The District will review all of the Submittals and determine the three top firms. These will be presented to the Governing Board for approval. Once approval is granted, The District review team will then enter into negotiations starting with the #1 rated firm. If an agreement is not reached, then negotiations will begin with the next firm.

Q5: Are there any drawings of the different areas that need to be inspected?

A5: Drawings will be issued to the successful respondent prior to the consultant starting the inspection once they are awarded the job. The vast majority of the structures are culverts; some with/without gates.

Modifications:

Page 7, 8. MINIMUM QUALIFICATIONS:

a. Respondent (or a combination of the firm, individual, or project manager assigned to the work) must have successfully completed at least ~~two~~ **two** projects of a similar nature (Underwater structure inspections) within the ~~three~~ **five** years immediately preceding the date for receipt of Submittals. Each project must have had a project value of at least \$10,000.00.

c. Respondent (**or a combination of the firm, individual, or project manager assigned to the work**) must have no less than five years of experience on projects of the nature specified above.

NOTE: The Proposal Opening remains 2:00 p.m. Thursday, September 26, 2019.

Attachments:

Pages 7, Revised, Addendum 2

Please acknowledge receipt of this Addendum on the SUBMITTAL FORM provided in the proposal package.

If you have any questions, please call me at (321) 409-2156 or e-mail alucey@sjrwmd.com

Submission of a Submittal constitutes acknowledgment of receipt of all addenda. Submittals will be construed as though all addenda had been received. Failure of the Respondent to receive any addenda does not relieve Respondent from any and all obligations under the Submittal, as submitted. All addenda become part of the Agreement.

7. BUDGET

The estimated budget for the Work is \$300,000.00. The above amount is an estimate only and does not limit the District in awarding the Agreement. Respondents are cautioned to not make any assumptions from the budget estimate about the total funds available for the Work. The District retains the right to adjust the estimate in awarding the Agreement. The District also reserves the right to reject all Submittals if subsequent negotiations with qualified Respondents result in costs over this estimated budget amount. In addition, the District reserves the right to increase, decrease, or delete any class, item, or part of the Work in order to reduce costs for any reason. The District may discuss alternatives for reducing the cost of the Work with Respondents and make such modifications as it determines to be in its best interest.

8. MINIMUM QUALIFICATIONS

Respondent must use the "Qualification" forms (General, Similar Projects, and Client References) provided in these documents to document the minimum qualifications listed below. Failure to include these forms with the Submittal may be considered non-responsive.

- a. Respondent (or a combination of the firm, individual, or project manager assigned to the work) must have successfully completed at least two projects of a similar nature (Underwater structure inspections) within the ~~three~~ **five** years immediately preceding the date for receipt of Submittals. Each project must have had a project value of at least \$10,000.00.
- b. Respondent's underwater inspection team shall include individuals qualified by experience and training in the inspection, design, construction and operation of licensed flood control structures. At least one member shall be a professional engineer licensed in the State of Florida under Chapter 471, Florida Statutes.
- c. Respondent (**or a combination of the firm, individual, or project manager assigned to the work**) must have no less than five years of experience on projects of the nature specified above.
- d. Respondent must provide three client references. Up to two of the client references may be from the similar projects listed in response to subparagraph (a), above. No more than one of the references may be from completed District projects. If a District project is cited, do not request a letter from District staff. The Evaluation Committee will use the project's closeout documents in lieu of a letter of reference and may consult with the District project manager.

Irrespective of the minimum qualifications stated above, the District may make such investigations as it deems necessary to determine the ability of the Respondent to perform the Work. The District reserves the right to reject any Submittal if the evidence submitted by such Respondent and/or the District's independent investigation of such Respondent fails to satisfy the District that such Respondent is properly qualified to carry out the obligations of the Agreement and complete the Work in a manner acceptable to the District within the time period specified.

9. SIGNATURE AND CERTIFICATION REQUIREMENTS

An individual submitting a Response must sign his/her name therein and state his/her address and the name and address of every other person interested in the Submittal as principal. If a firm or partnership submits the Submittal, state the name and address of each member of the firm or partnership. If a corporation submits the Submittal, an authorized officer or agent must sign the Submittal, subscribing the name of the corporation with his or her own name and affixing the corporate seal. Such officer or agent