



ADDENDUM NO. 1

Issue Date: December 20, 2022
Project Name: Continuing Consulting Engineering Services
RFQ Number: 2023015
RFQ Opening Date: January 27, 2023

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

Questions and Answers

- 1. Would Indian River County be willing to accept only electronic submittal, or must it include hard copies?**
The submittal instructions state “(both printed and electronic copies are required to be submitted by the opening date and time).” No, the County is not willing to accept only electronic copies. Yes, your submittal must include hard copies.
- 2. Does a proposing firm have to provide all services listed in parenthesis for each work category in order to propose for that work category? I.e. Work Category – Infrastructure Engineering – (traffic, bridges, roadways, sidewalks, signals, and lighting)**
No. Firms do not have to offer every type of work cited in the discipline to be considered, and are not expected to offer every service listed. The work types are provided as examples only.
- 3. Can we still propose for a category if we do not have experience in all listed services?**
Absolutely.
- 4. If a firm intends to pursue some of the services within the category but not all of the services, will this firm be reviewed differently than a firm that can provide all of the services within a category? For example, if a firm can provide traffic engineering and signals and lighting, will this firm need to include subconsultants to provide the bridges, roadways, sidewalks engineering services or will the County review the qualifications of the traffic, signals and lighting and rank this firm highly based upon the firm’s capabilities?**
The intent of this solicitation is to establish a pool of consulting engineering firms with various capabilities, among whom work will be distributed, as individual project needs are identified. Awarding by disciplines will assist departments in identifying firms to enlist as projects arise, and ensure the most qualified firms are considered.

We recommend firms focus on submitting qualifications in areas where the majority of their experience, qualifications, and references lie. As an example, if a firm submits qualifications and experience only with bridges, they can be determined by the committee as qualified in the

infrastructure discipline, and would likely be the first contact if a bridge design project comes up.

Firms are asked to provide qualifications in areas of their greatest strengths. Enlisting subconsultants to offer work you are not skilled at does not necessarily benefit the County or the Consultant.

5. Will the firm need to provide more than one response if the firm intends to pursue more than one category?

No. Firms may submit only one Statement of Qualifications, regardless of the number of disciplines proposed for consideration. The submittal instructions allow extra pages in sections 3 and 4 to accommodate experience in more than one discipline.

6. Will individual project team member experience be considered in the Related Projects/Experience, Demonstration of Cost Control and References sections?

Yes. Please make note of the team member's name and "individual experience" in the description of services column on the Reference Form, and make similar annotations in the text of Sections 5 and 7.