

**ADDENDUM NO 2**  
**RFQ 2025-Y**  
**PROFESSIONAL CIVIL ENGINEERING SERVICES**

1. Could the County please provide a sample contract?
  - a. **Attached**
  
2. On page 4, section 30 of the RFQ, the County requests an authorized representative to sign the bid in "wet" ink in the space provided. Since no forms were provided, where should this signature be placed?
  - a. **Add required forms**
  
3. On page 13, section 26 of the RFQ, the County requests that the included Scrutinized Companies Certification Form be completed and returned as part of the bid submittal. Since this form was not included in the RFQ, will the County please provide this form for consultants?
  - a. **Add required forms**
  
4. Please see General Instructions, Section I.1.F. Please confirm that this boiler plate condition does not apply to professional engineering contracts.
  - a. **Section I.1 applies to determining low responsive bidder only.**
  
5. Please see General Instructions, Section I.13. Please confirm that there is not a bonding requirement for this RFQ.
  - a. **All bonding requirements associated with F.A.R. Part 28 and F.S. Chapter 337, Chapter 255, and Chapter 287.**
  
6. Please see Page 15 of the RFQ. Under the "Qualifications" section it states: "Where applicable, Firms must be FDOT pre-qualified..." Please clarify which Columbia County Categories of work will require FDOT prequalification, and which specific subcategories are required.
  - a. **Please see Scope of Services and F.A.C. 14-75.003.**
  
7. Please see page 12 of the RFQ, #18. This section appears to have a single award. However, page 20 indicates the intent for a shortlist of 3 that may have interviews. Please confirm that 1-3 firms are intended to be awarded in each category.
  - a. **Multiple firms are intended to be awarded**
  
8. Please see page 20, #4. Please clarify if the submittal should list five recent projects per category.
  - a. **Page 20 #4 does not specify per category**
  
9. Page 20, #4. Can one project cover multiple categories?
  - a. **Yes**

10. Page 20, #4. Do the five projects per category count towards the 50 total page count?
  - a. **There are no per category requirement only the elaboration of qualifying categories. Only resumes and certifications, reference letters, dividers, and additional County Required Forms will not count towards the 50 page count.**
11. Are covers, tabs, insurance, and W9 counted towards the 50 total page count?
  - a. **See answer to Question #10**
12. Can the County confirm whether the 50-page limit includes items such as the letter of interest, table of contents, dividers, required forms, licenses, and certifications?
  - a. **See answer to Question #10**
13. Should firms submit separate proposals for each category in which they are qualified?
  - a. **No – please include all applicable categories in submittal**
14. Should firms submit one proposal with a team that can provide services under all categories, including subconsultants as needed to cover services the prime firm does not provide?
  - a. **That would be acceptable – please list subcontractors.**
15. The Stormwater Engineering category may require surveying and structural services. Should firms submitting in this category add a subconsultant for surveying or structural, or will those needs be met by firms selected in the categories for Structural Engineering and Surveying?
  - a. **This is unknown until project development, either are possibilities - please include list of subcontractors.**
16. Should a firm that can only provide surveying services with a subconsultant respond to the Surveying category with the subconsultant added to their team?
  - a. **Submittal should include all categories you are qualified to conduct business in the State of Florida for.**
17. The RFQ states that it is the County’s intent to contract with several firms to meet anticipated needs, but also notes that the selection committee will shortlist no more than three firms and that negotiations will begin with the top-ranked firm.  
Can the County clarify whether it intends to award continuing services contracts to multiple firms, and how the shortlisting and CCNA negotiation process will be applied?
  - a. **Please see answer to Question #7 and Objectives**
18. If a firm submits qualifications for multiple service categories, will the County evaluate, rank, and make selections independently by category, allowing a firm to be selected for some categories but not others?
  - a. **The County will rank firms using all categories**

19. For Category 4 (Subdivision and Site Development), the RFQ notes that firms must have access to related disciplines such as structural engineering, architecture, and tree mitigation. If a firm intends to perform all core services in-house and only engage specialty subconsultants on an as-needed, task-order basis (subject to County approval), is it acceptable to submit without listing specific subconsultants in the SOQ, or does the County require potential subconsultants to be identified in the RFQ response?
- a. It is acceptable to not list consultants in the RFQ if not known at this time**
20. The RFQ indicates that firms must be FDOT prequalified “where applicable.” Will applicability be determined on a task-order basis, or is FDOT prequalification required to be considered for selection under work definition 2- Roadway Design?
- a. If you are FDOT Prequalified, please provide.**
21. The RFQ states that client reference letters should be provided “if available,” while the evaluation criteria assigns points for references. Are written reference letters required for each project example in order to receive full points for this category, or will client contact information alone satisfy the reference requirement?
- a. Contact information alone will not satisfy the reference requirement.**
22. Are there any current or incumbent firms providing continuing civil engineering or surveying services under a similar contract, and if so, can the County identify those firms?
- a. Pitman Engineering, North Florida Professional Services, Arcadis, Eda Consultants, Locklear & Associates are currently under similar contracts**
23. To assist firms in demonstrating relevant experience and staffing capacity, can the County provide general examples of the types of projects or task orders anticipated under this continuing services contract during the initial contract term?
- a. Engineering and Design Services: Roadway and bridge design, stormwater and floodplain design, and site planning.**
- b. Environmental Services: Preparing reports, checklists, or legal notices to ensure compliance with federal and state environmental requirements.**
- c. Planning and Management: Project management, transportation planning, and assistance with land development regulations or comprehensive plan amendments.**
- d. Technical Services: Surveying services, GIS mapping, and grant writing/administration.**
- e. Inspections and Oversight: Bidding services, construction inspection, and oversight.**
24. We noticed that geotechnical services are listed as a category in the scope description of the RFP, but not as an official category. Are firms allowed to submit JUST for consideration for geotechnical services, or is geotechnical services not a stand-alone category for the ad?
- a. Geotechnical Services are not a stand-alone category.**

**END OF ADDENDUM NO. 2**  
(Please acknowledge receipt of Addendums)