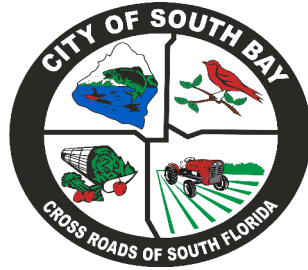


# CITY OF SOUTH BAY

335 SW 2<sup>nd</sup> AVENUE, SOUTH BAY, FL 33493

T: (561) 996-6751 F: (561) 996-7950

www.southbaycity.com



## REQUEST FOR QUALIFICATIONS

***ADDENDUM***

RFQ NO. 2023-04

*CITY OF SOUTH BAY  
ARCHITECTURAL AND ENGINEERING  
CONSULTING SERVICES*

Originally Posted on: December 14, 2023

***Addendum Posted: January 18, 2024***

CITY OF SOUTH BAY  
RFQ 2023-04

CITY OF SOUTH BAY  
ARCHITECTURAL AND ENGINEERING CONSULTING SERVICES

ADDENDUM NO. 1  
For  
**RFQ 2023-04**

City of South Bay  
335 SW 2<sup>nd</sup> Avenue  
South Bay, FL 33493

ADDENDUM NO. 1

The following changes are applicable to the original documents and specifications of RFQ 2023-04. This Addendum No.1 now becomes part of the original Request for Qualifications. It shall be acknowledged by attaching a copy of this Addendum, signed by an authorized representative of the person or firm submitting the bid. Failure to do so may disqualify the bid submittal. Submitters shall thoroughly familiarize themselves with the contents of this Addendum before submitting the bid.

NAME: \_\_\_\_\_ TITLE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_

AUTHORIZED SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

CITY OF SOUTH BAY  
RFQ 2023-04  
ARCHITECTURAL AND ENGINEERING CONSULTING SERVICES

1. The RFQ mentions requiring experience in Broward County several times.
  - a. The proposers must be licensed to perform services in Palm Beach County.
  - b. Proposers should demonstrate experience working within Palm Beach County.
2. In Section 6, form Proposer's Information Form it requests "State of Florida Business Tax".
  - a. The city is confirming that the company is duly registered to work in Florida.
3. Does the City of South Bay intend to engage the services of an engineering firm for "Utilities Engineering," even though the water and sewer facilities are owned and maintained by the Palm Beach County Water Utility Department? Please note that water and sewer is also included under Category I-Civil Engineering.
  - a. The City owns, manages, and maintains the stormwater system.
4. Does the City refer to Section 8 form (Drug-Free Workplace Affidavit) to be completed, or does the City require a separate narrative for the two items?
  - a. The City requires a brief description/statement on your drug-free workplace policy and the proposer's signature certifying the Drug-Free Work Place Affidavit.
5. Does the City need a copy of the firm's COI?
  - a. The submittal should acknowledge that the proposer can comply with the insurance requirements using a letter acknowledging the requirements and attesting that if selected for a specific contract, the insurance will be provided.
6. Is a Bid Bond and P&P Bond required?
  - a. The submittal should acknowledge that the proposer can comply with the bonding requirements using a letter acknowledging the requirements and attesting that if selected for a specific contract, the bonds will be provided.
7. What is the deadline for questions?
  - a. All questions must be submitted by 1:00 pm on January 25, 2024.
8. Is preference given to those who have offices in Palm Beach County/South Bay?
  - a. To ensure compliance with any Federal procurement laws the local preference would have minimal evaluation during scoring.

9. The City will eliminate the mandatory pre-proposal meeting requirement due to the Federal procurement requirement 2 CFR 200 which prohibits the granting of federal funds to entities that have local preference policy.

10. The new proposal due date is February 15, 2024, at 11:00 am at City Hall