



CITY OF SEMINOLE

ADDENDUM #3
TO
RFQ NO. 21-0409

CONTINUING CONTRACT FOR ARCHITECTURAL AND ENGINEERING SERVICES

TO: Potential Proposers
FROM: Allison Broihier, Finance Director
DATE: March 31, 2021

PLEASE NOTE THE FOLLOWING INFORMATION REGARDING RFQ NO. 21-0409

Clarification, questions and answers.

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Please return a signed original of this Addendum #3 with your RFQ package.

I have read and understand Addendum No. 3 to RFQ NO. 21-0409.

Signature: \_\_\_\_\_

Firm: \_\_\_\_\_

Typed Name and Title: \_\_\_\_\_

IT IS THE BIDDER'S RESPONSIBILITY TO CHECK THE WEBSITE FOR ADDENDUMS BEFORE SUBMITTAL.

Documents can be downloaded from [www.demandstar.com](http://www.demandstar.com) or via the Public Notices section of the City's website: [www.myseminole.com](http://www.myseminole.com).

**RFQ No. 21-0409 ADDENDUM #3**  
**March 31, 2021**

1. Regarding the response to Addendum #2, question 5. Most firms are not required to have audited/reviewed financial statement as we are not bound by any debt covenants. We would ask that the position on allowing compiled statements be readdressed, as we confident it is not the City's intention to limit the pool of qualified firms for this continuing services contract.

*The City is not requiring firms to have audited financial statements to respond to this solicitation. The solicitation requires the most recent copy of audited financial statements, if they are available as documentation reviewed by an independent third-party provides a higher level of validity.*

*As the solicitation states, 15% of the evaluation will be based on Financial Capabilities and Cost Control Measures. The requested documents will best aid the CEC in evaluating firms. Firms are encouraged to provide the financial documentation they feel will best illustrate their firm's financial capacity.*

2. Is section 1.9.1 and 1.9.2 on page 28 of the RFQ applicable to us since we will not be working in a school?

*With regard to the Continuing Services Contract, some City facilities are heavily used by minors.*

*Section 1.9.1*

*Should the City institute rules and regulations, such as requiring compliance with the Jessica Lunsford Act, the design professional shall be ordered to comply in accordance with the contract.*

*Section 1.9.2*

*This section would apply as it specifically includes groups other than students, namely employees, guests, vendors or property.*

3. Is the deductible amount listed correct or can it be modified for professional liability?

*Insurance requirements set forth in Article 8 and Schedule E are correct. Per Schedule E:*

**If DESIGN PROFESSIONAL has any self-insured retentions or deductibles under any of the below listed minimum required coverages, DESIGN PROFESSIONAL must identify on the Certificate of Insurance the nature and amount of such self-insured retentions or deductibles and provide satisfactory evidence of financial responsibility for such obligations. If DESIGN PROFESSIONAL has any self-insured retentions or deductibles under any of the below listed minimum required coverages, DESIGN PROFESSIONAL must identify on the Certificate of Insurance the nature and amount of such self-insured retentions or deductibles and provide satisfactory evidence of financial responsibility for such obligations.**

4. Is there a contact person's name that we should address our package and cover letters to, or should we just address it to Purchasing Division?

***Sealed proposals should be addressed to the City of Seminole, Purchasing Division, 9199 – 113th Street North, Seminole, Florida 33772.***

***Submit in a sealed envelope clearly marked as follows:***

**ENGINEERING / ARCHITECTURAL CONTINUING SERVICES  
RFQ No. 21-0409**

Name of CONSULTANT: \_\_\_\_\_

Address of CONSULTANT: \_\_\_\_\_

Discipline Applied for: \_\_\_\_\_

5. Should we have subconsultants for geotechnical and surveying for the stormwater discipline or is the intent to use your consultants under the general engineering category?

***Based on projected activity within the Stormwater discipline, staff does not feel subcontractors must be in place for geotechnical and survey activities.***