

December 2, 2016

**POLK COUNTY, A POLITICAL SUBDIVISION OF
THE STATE OF FLORIDA
ADDENDUM # 2
RFP # 17-106**

**Architectural/Engineering Services for the Polk County Sheriff's
Office New Book-In Facility**

This addendum is issued to clarify, add to, revise and/or delete items of the Quote Document for this work. This Addendum is a part of the Quote Document and acknowledgment of its receipt shall be noted on the Addendum.

Contained within this addendum: changes, questions and answers received.

Carlos R Baez

Carlos R. Baez
Procurement Specialist
Procurement Division

**This Addendum sheet must be signed and faxed to
863-534-6789. This is the only acknowledgment required.**

Signature: _____

Printed Name: _____

Title: _____

Company: _____

RFP 17-106
Architectural/Engineering Services for the Polk County Sheriff's
Office New Book-In Facility
ADDENDUM # 2

CHANGES

- 1) Under Tab 2, Project Approach; paragraph one will be deleted in its entirety. This Paragraph will be replaced with: Describe, in detail, the components of how your firm proposes to manage the design, permitting, and construction administration processes for this project.

QUESTIONS

Question 1: I was hoping you could provide clarification on Tab 8 Surveys of Past Performance, on the survey questionnaire itself, if the “*Cost of Services*” required **construction cost** or **design contract fees** of the project?

Answer: The cost would be the contract amount for the architect to perform the services under the scope of work for the project listed.

Question 2: Which tab should the *Affidavit Certification Immigration Laws* form be included with?

Answer: You may include the affidavit behind Tab 1, or you may make a miscellaneous Tab.

Question 3: The *Survey Questionnaire* (page 27) for our references has a line for “Project Name” and a line for “Similar Work Project Name”. Please provide what the difference is, if there is one

Answer: There is no difference.

Question 4: Who are the voting members of the selection committee? If names cannot be provided can you please share the roles of the committee members and the quantity of each role?

Answer: The proposed Selection Committee members are:
Bill Beasley, Deputy County Manager
David Peach, Facilities Management Director
Michael Allen, Chief of Department of Detention
Cedric Joseph, Supplier Diversity
John Hall, Commissioner

Question 5: Will commissioning be a part of the scope of work?

Answer: No

Question 6: Will LEED certification be a part of the scope of work and if so at what level?

Answer: No

Question 7: Has the County performed a natural resource study (wildlife) for this 5 acre piece or any studies at all and if so may we have a copy? If not, will it be a part of our scope of work?

Answer: No

Question 8: Does the Owner have any specific security software/electronic standards that the design shall accommodate or will it be dictated by best value?

Answer: No. The security software / electronic standards will be discussed with the successful proposer, county staff and the Polk County Sheriff's Office staff.

Question 9: Will additional information be provided concerning the environmental assessment of the site?

Answer: None

Question 10: Is there separate fingerprinting and photographic equipment provided for different classification and gender inmates?

Answer: No, Same as question #8

Question 11: Does the County have a preferred inmate property storage system that will be utilized?

Answer: No, Same as question #8

Question 12: Are there any requirements for addressing Department of Defense (DoD) / Homeland Security vulnerability recommendations such as the use of traffic barriers or blast protection due to the function of the facility?

Answer: No, Same as question #8

Question 13: What will be the connectivity to the existing security electronics systems that are in place?

Answer: No, Same as question #8

Question 14: Will additional information be provided concerning available infrastructure for support of the facility?

Answer: No, Same as question #8

Question 15: Does the County have any preference or prohibitions for design style or exterior materials?

Answer: No

Question 16: Are any independent engineers/surveyors or professionals documenting, studying, and surveying etc. the site? If so please note who and what they are doing.

Answer: No

Question 17: A "proposed water plant on shared site" is referenced under Tab 2 on page 6 of the RFQ. Please clarify if a water plant is a part of the scope of work or if that entire question/bullet should be deleted?

Answer: No, Same as question #8

Question 18: Will short listed firms have the opportunity to ask more project specific questions after shortlist?

Answer: No, any questions you may have should be asked prior to the deadline

Question 19: Can you provide any insight as to when the presentations will be held? Will it be after the first of the year?

Answer: If, the selection Committee decides to elevate two (2) or more firms to interview, the interviews are currently scheduled to be held Tuesday, January 24, 2017; beginning at 10:00 am.

Question 20: Page 24 of the above mentioned RFP, there is *Submittal Page* to be completed, along with a W9 form, by all proposers. But these items are not listed in the Submittal specifications (page 5-10). Which tab should these forms fall under?

Answer: See answer to question #2