

April 10, 2024

**POLK COUNTY, A POLITICAL SUBDIVISION OF THE STATE OF FLORIDA**

**ADDENDUM #2**

**RFP 24-273, Professional Architectural & Engineering Services for Polk County Utilities  
Division Northeast Regional Warehouse-Operations Building/Fleet Campus**

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

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Contained within this addendum: Questions and answers.

*Tabatha Shirah*

Tabatha Shirah

Procurement Analyst

Procurement Division

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**This Addendum sheet should be signed and returned with your submittal. This is the only acknowledgment required.**

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

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Company: \_\_\_\_\_

# RFP 24-273, Professional Architectural & Engineering Services for Polk County Utilities Division Northeast Regional Warehouse-Operations Building/Fleet Campus

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**Question 1:** Tab 1 – Executive Summary has a 2 (two) page limit for items a-c. The Proposer Incorporation Information form includes the information listed in Tab 1- item a. Will the Proposer Incorporation Information form be excluded from the two-page limit in Tab 1.?

**Answer 1:** Submittal Forms such as Proposers Incorporation Information Form, E-Verification Form or Affidavit Certification Immigration Laws Form do not count towards the vendors page count for executive summary. It is acceptable for vendors to submit a “RFP 24-273 Submittal Forms” tab for all documents not required in tabs.

**Question 2:** What Tab are we to include the E-Verification form and Affidavit Certification Immigration Laws Form?

**Answer 2:** Please see “Question 1” answer.

**Question 3:** On Page 6 of the RFP Package, it mentions that Polk County Utilities is also designing and constructing improvements to the Northeast Regional Wastewater Treatment Facility.

- a. Are the names of firms working on this project listed anywhere on your website and if so could you share a link to this information?
- b. When is this project scheduled to be completed and what stage is this in right now?

**Answer 3:** The design Consultant is Wright-Pierce. The Construction Manager at Risk is Wharton Smith. The project is currently in design with project completion scheduled for 2028.

**Question 4:** Has any firms done any preliminary studies, assessments, or planning for this project? If so, who and are those files available to review?

**Answer 4:** No preliminary studies, assessments, or planning documents have been created for this project.

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- Question 5:** On Page 6 of the Bid package, Background, Purpose and Scope - 2nd paragraph:
- a. Clarify if these proposed “pre-engineered metal buildings” will have pre-engineered exterior metal wall panels or not?
  - b. What are the size in square feet of these pre-engineered buildings?

**Answer 5:** The County is requesting proposals for this project, the primary intent of the project is to design, permit and construct one or more pre-engineered metal buildings. Final details for type and size of pre-engineered metal buildings will be between the Successful Consultant and County.

- Question 6:** On Page 8, Tab 3 - 1st paragraph:
- a. If one of our architectural team architects formerly worked on Polk County projects on similar scope with another Polk County architectural firm qualify as being part of a prime firm from the past?
  - b. Clarify if “or City government” implies State of Florida city government or any city government including out of state?
  - c. “Similar scope”- clarify if this means projects that were Warehouse-Operations Building/Fleet type buildings or past pre-engineered metal buildings of any kind?

- Answer 6:**
- a. No, its based on the firm not the individual architect.
  - b. State of Florida County Government or State of Florida City Government.
  - c. Pre-engineered metal buildings, it does not have to be a Utilities Operations or Fleet Maintenance pre-engineered metal building.