



St. Johns County Board of County Commissioners

Purchasing Division

March 27, 2020

ADDENDUM #1

To: Prospective Respondents
From: St. Johns County Purchasing Department
Subject: RFQ 20-55, Tier II Site-Specific Environmental Review(s) for CDBG-DR Restore St. Johns Program

This Addendum #1 is issued to further respondents' information and is hereby incorporated into the RFQ documents. Each respondent will ascertain before submitting a proposal that he/she has received all Addenda.

Respondents must return this signed Addendum with their submitted proposal to the St. Johns County Purchasing Department, April Bacon, Disaster Recovery Procurement Coordinator; 500 San Sebastian View; St. Augustine, FL 32084 by the submittal deadline.

Questions/Answers:

1. **Question:** The RFQ references three different due dates – April 2, April 9, and April 16. Which is correct?

Answer: The RFQ is due on April 9, 2020. Any reference to other dates is a typographical error and should be disregarded.

2. **Question:** The RFQ refers to a Transportation and Drainage component (page 11 two locations). Is this a leftover from RFQ 20-21 and is it a part of this RFQ?

Answer: Any and all references to "Professional Engineering Services for Three (3) CDBG-DR Transportation & Drainage Projects" are typographical errors and should be replaced with "Tier II Site Specific Environmental Review(s) for CDBG-DR Restore St. Johns Program".

3. **Question:** The RFQ references a 150 page limit. Section 2 has a page limit for 2 pages; however, there are no page limits listed for the other sections. Are there any other page limits? Is the page limit for the RFQ 150 pages?

4. **Answer: Section 2 is the only section of the RFQ that has a specific page limit. The limit of one hundred fifty (150) pages is the overall requirement of the RFQ.**

5. **Question:** The RFQ references a single award (pages 7 and 13) and a "library of consultants for countywide use on a continuing basis" (page 3). What is the County's intent on awarding a contract?

Answer: The RFQ will be a single award. Any reference to "library of consultants for countywide use on a continuing basis" is a typographical error and should be disregarded.

6. **Question:** For the asbestos services, will the surveys be full or limited (ie. limited to only those areas under renovations; only friable materials; etc.)?

Answer: The Consultant will be provided with a proposed scope of work for each home to be used by the Consultant to determine the level of Asbestos surveying required by Federal, State, and Local requirements. When obtaining samples, Consultant must do their best to limit any damage to home. Contractor to limit destructive sampling. Whenever possible, samples will be pulled from already existing damage or areas that are not as visible (Ex. Paint samples behind doors).

7. **Question:** For the lead-based paint services, will the surveys be full or limited to only those areas under renovations?

Answer: Lead based paint services will be performed in compliance with 24 CFR Part 35 guidelines. Consultant will be provided a proposed scope of work and is responsible for determining the level of lead-based paint review required to meet HUD's Lead-Safe Housing Rules. When obtaining samples, Consultant must do their best to limit any damage to home. Contractor to limit destructive sampling. Whenever possible, samples will be pulled from already existing damage or areas that are not as visible (Ex. Paint samples behind doors).

8. **Question:** Will there be any need for mold, radon, or wood destroying organism surveys?

Answer: Consultant to meet applicable Federal, State, and Local requirements. County requests Consultant to perform only required surveys. Any surveys that are not required by Federal, State, and/or Local requirements will not be part of the scope.

9. **Question:** Also, please help me understand the correlation between the current RFQ No: 20-55 and the recent submission for Misc 20-91, due 3/13/2020.

Answer: The purpose of this RFQ (RFQ No. 20-55) is to select a qualified firm to provide the County with Tier II Site-Specific Environmental Review(s) for approximately two hundred fifty (250) residential project locations which are currently progressing through the application process. The purpose of Misc 20-91 was to complete Tier II Site-Specific Environmental Review(s) on nineteen (19) residential project locations which have completed the application process.

10. **Question:** On page 3 of the RFP, under Part I: Advertisement it mentions that qualifications are due on April 9th. However, on page 5, under Item C – Due Date and Location and again on page 10 under Item E – Submittal Instructions it lists April 16, 2020. Then on page 33 on the label it states April 2, 2020. Can you please clarify which is the correct submittal date?

Answer: See the response to Question 1.

11. **Question:** Given the growing concerns with COVID-19 and the uncertainty of whether delivery services will be available in the coming weeks, we would like to request that the County allow proposals to be submitted electronically, instead of hard copies. Additionally, the safety of both our employees and of those we serve are of utmost concern and we would like to minimize incoming/outgoing packages that may present a heightened risk or exposure to COVID-19.

Answer: St. Johns County does not accept the electronic submittal of any documents. Essential County staff are on site to receive packages whether they be by USPS, FedEx, UPS, by Courier, or In Person. Should access to these delivery services become unavailable in the future the County may then assess alternate options.

12. Question: Could you please verify the due date. Page 3 indicates Qualification are due April 9th. Pages 5 and 10 indicates April 16th and the last page with the Sealed RFQ label indicates April 2nd.

Answer: See the response to Question 1.

13. Question: Pages 11 and 30, reference previous experience providing Professional Engineering Services for CDBG-DR Transportation & Drainage Projects. Since this RFP is for Environmental Services for Residential Housing Recovery, do you actually want us to present previous experience in Professional Engineering Services for CDBG-DR Transportation & Drainage Projects?

Answer: See the response to Question 2.

14. Question: We understand this is a RFQ and that no pricing is being requested at this time. How and when will pricing be factored into the evaluation?

Answer: As the procurement of environmental consulting services falls under CCNA (FS 287.055) pricing is not an evaluation factor. Submittals will be evaluated based on the criteria found in the RFQ document. Price will be negotiated with the highest ranked firm after the evaluation process has been completed.

15. Question: On page 11 of the RFQ it makes mention of CDBG-DR Transportation & Drainage Projects. Specifically under Section 3 – Company and Staff Qualifications it mentions that we must provide a brief summary of the overall capabilities of staff and any proposed sub-consultants relative to Professional Engineering Services for Three (3) CDBG-DR Transportation & Drainage Projects as outlined in the scope of work. However, we do not see mention of transportation and drainage projects in the scope. Can you please confirm that this language should remain in the RFQ?

16. **Answer: See the response to Question 2.**

RFQ Due Date Remains: Thursday, April 9, 2020

Acknowledgment

Sincerely,

Signature and Date

April Bacon

Printed Name/Title

Purchasing Buyer

Company Name (Print)

END OF ADDENDUM NO. 1