

January 22, 2020

TO: ALL INTERESTED PROPOSERS

REQUEST FOR PROPOSAL: Sustainability and Resiliency Action Plan – Professional Consulting Services

PROPOSAL NUMBER: 190-0128-NC (SS)

PROPOSAL SUBMITTAL IS DUE: January 30, 2020 @ 3:00 P.M.

### **ADDENDUM NO. 1**

Following is additional information, clarifications, questions and responses relative to referenced Request for Proposal (RFP):

#### **QUESTION(S)/RESPONSE(S):**

1. Question: Does the County anticipate that the Optional Tasks identified in Scope would be included in the estimated \$200,000 project budget?  
**Response: Optional tasks are not included within the project budget.**
2. Question: Do the forms (Tab 5) need to be completed by only the prime or both prime and subs?  
**Response: Each proposer shall use their best judgement to complete their submittal.**
3. Question: Do our subs need to provide proof of licenses/certifications, proof of State of Florida business licensure and professional certifications/registrations, proof of corporate registration to operate in the State of Florida or just the prime?  
**Response: Each proposer shall use their best judgement to complete their submittal.**
4. Question: In which section, does Attachment A go into? It is indicated in two sections (Tab 2 Item 5 and also in Tab 5 Item 6). Please clarify.  
**Response: Include in both sections, as indicated in the instructions.**
5. Question: Can the County provide more details on its expectations for the sustainability portion of the combined planning effort?  
**Response: Refer to the material in the RFP. The County's expectation is to develop an comprehensive action plan on initiatives related to the principles of both sustainability and resiliency.**



6. Question: You list six Optional Services. Is there any ranking the County would assign those services? Does the county believe it is particularly well-positioned to obtain additional funding for any of the Optional Services?  
**Response: Rankings have not been assigned to optional services. Yes, the County is well-positioned to obtain additional funding.**
7. Question: To whom at Pinellas County can the respondent personally address the cover letter in their RFQ response?  
**Response: Each proposer shall use their best judgement to complete their submittal.**
8. Question: Please confirm that the RFQ does not request any fee or hourly rate information from the respondent at this time.  
**Response: Fees are not required under Florida Statute 287.055.**
9. Question: Assuming the contract is recommended in May 2020 and begins shortly afterward, can the County provide an estimated timeframe or end date for the project?  
**Response: To be determined based on the Consultant's proposed approach and finalized once a firm is selected.**
10. Question: Does the County have an estimate of how much time it expects each phase (phases 1-5) to take?  
**Response: To be determined based on the Consultant's proposed approach and finalized once a firm is selected.**
11. Under Phase 6 "Optional Services," the County outlines a number of other services. Will the County seek the respondent to propose fees for all optional services prior to contracting in May 2020, or will the County seek a fee proposal for an optional service after the initial contract initiation if and when that service is required?  
**Response: County seeks a fee proposal for an optional service after the initial contract initiation if and when that service is required.**
12. Can the county elaborate on its definition of "sustainability" and what its sustainability goals specifically entail—e.g. energy efficiency, decarbonization, ecological preservation/conservation, waste reduction, water conservation, and/or other specific aspects of environmental sustainability?  
**Response: The County uses industry-recognized definitions for sustainability, depending on the initiative. The County looks at sustainability in a holistic manner, encompassing all of these areas (and others).**

All other specifications, terms and conditions remain the same.

Please remember to acknowledge receipt of this Addendum in Section **G**, Page 26 under Addendum No.1 and return with completed proposal package.

Sincerely,

*Merry Celeste*

Merry Celeste, CPPB  
Director of Purchasing