



North Bay Village

Administrative Offices

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Addendum 2 ***Issued on October 8, 2015***

RFP No. NBV 2015-002 **ARCHITECTURAL/ENGINEERING DESIGN SERVICES FOR:** **NEW VILLAGE MUNICIPAL CENTER/VILLAGE HALL**

Issued by: North Bay Village

Notice to all proposers

Question 1.

In Addendum 1, issued October 2, 2015, Question 6 which deals with the Qualification Matrix was answered “the Qualification Matrix is a simple spreadsheet”. It will include all qualifications listed in the RFP, as well as any relevant qualifications deemed relevant by the proposer.” Can you please clarify/elaborate what the qualifications we are to list on the matrix are and/or where we can find them? Can you confirm if the qualifications are General Description, Respondent Qualification Statement, Staffing Plan and Organizational Chart and Resumes?

Answer.

Examples of pre-Qualifications would consist of MEP, structural, civil, architectural, landscape architect, (FDOT qualifications), et al.

Question 2.

Can you confirm if the Staffing/Plan Organizational Chart is a separate chart that should be included as well as the matrix?

Answer.

This is a separate document. The purpose is to show how the teams are organized.

Question 3.

In Addendum 1, issued 2 October 2015, Question 5 which deals with Prequalification Documentation you state Pre-qualification documentation for both the Prime and subconsultants in TOW 3.1, 7.1 and 7.3. My question is if the Prime is not certified in one of the categories can the sub-consultant make up for being qualified or do both the Prime and sub have to be certified in the above categories?

Mayor
Connie Leon-Kreps

Vice Mayor
Jorge Gonzalez

Commissioner
Dr. Richard Chervony

Commissioner
Wendy Duvall

Commissioner
Eddie Lim

Answer.

Only the sub consultant has to be pre-qualified in TOW 7.1, 7.2, 7.3. A “transportation” firm would not be expected to be the prime consultant on this type of project.

PROOF OF RECEIPT

Recipient Signature: _____
Print Name: _____
Firm: _____
Date: _____

SUBMIT WITH RFP RESPONSE

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