



## ADDENDUM NO. 2

**Date:** December 20, 2024

**Bid Due Date:** January 13, 2025, 3:00 P.M. (Local Time)

**Bid Name:** A&E Services for Eastside Bus Transfer Facility (Rebid)

**Bid Number:** RTSX-250031-DS

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NOTE: This Addendum has been issued to the holders of record of the specifications.

The original Specifications remain in full force and effect except as revised by the following changes which shall take precedence over anything to the contrary:

1. The question submittal deadline has passed; no additional questions will be answered.
2. Question & Answer:
  - Question 1: Where is the exact location proposed for this facility? Is it defined?
  - Answer 1: The 2000 block of Hawthorne Road (East side of Gainesville, FL). South of UF Health Urgent Care Center – Eastside (457 SE 20th Street, Gainesville, FL 32641)
  - Question 2: Are you able to share any information about why this project is being rebid?
  - Answer 2: The price proposal was over budget.
  - Question 3: Was the contract with Monarch finalized and was any portion of the scope of work completed under that contract?
  - Answer 3: A contract was not finalized, so there was no work completed.
  - Question 4: What are the principal differences between this RFQ and the previous one?
  - Answer 4: Refer to the bulleted items under 3.2 Scope of Work: project is funded by a federal grant, maximum budget amount is stated, and the pricing proposal must be in a specific format as shown in an attachment. Additionally, the firm will not serve as the Construction Manager in overseeing the construction project.
  - Question 5: Are the score sheets from the initial batch of responses available?
  - Answer 5: The *Proposal Evaluation Summary* document is included in this addendum.

- Question 6: Is there a page limit to the response- either overall or for any section/element?  
Answer 6: No, however, refer to the last sentence of paragraph 8.2.
- Question 7: Should each subconsultant also provide three separate project references?  
Answer 7: Documentation of at least one similar project by the subconsultant would be acceptable.
- Question 8: Should proposals include all required subconsultant services to take the project to the bid stage? (survey, geotechnical, environmental, traffic, landscape, lighting)  
Answer 8: Yes, as applicable to the needs of the project.
- Question 9: What information is needed from subconsultants? (ie resumes of key staff, project experience, references, licenses, forms, etc.?)  
Answer 9: Information, such as those mentioned in the question, is expected to be included in the proposal for all project team members, including subconsultants.
- Question 10: Is there an anticipated design schedule?  
Answer 10: No, but project completion not to exceed 6 months from notice to proceed.
- Question 11: Are respondents required to use the Reference Form provided or the SF330?  
Answer 11: The Reference Form is included in the solicitation by default. Proposers are expected to complete and submit the SF330; the form may also be used for subconsultants.
- Question 12: Should respondents structure their responses based on the submittal format in section 5.1 or the evaluation criteria in section 9?  
Answer 12: Submittal format in Section 5.1.

3. Find attached:

- Prohibition of Lobbying in Procurement Matters

ACKNOWLEDGMENT: Each Proposer shall acknowledge receipt of this Addendum No. 2 by his or her signature below, **and shall attach a copy of this Addendum to its proposal.**

CERTIFICATION BY PROPOSER

The undersigned acknowledges receipt of this Addendum No. 2 and the Proposal submitted is in accordance with information, instructions, and stipulations set forth herein.

PROPOSER: \_\_\_\_\_

BY: \_\_\_\_\_

DATE: \_\_\_\_\_

# CITY OF GAINESVILLE

## PROCUREMENT ADMINISTRATIVE GUIDELINES

### **B. The Bid Process, 7. Prohibition of Lobbying in Procurement Matters**

Except as expressly set forth in Resolution 170116, Section 9, during the Cone of Silence as defined herein no person may lobby, on behalf of a competing party in a particular procurement process, City Officials or employees, except the Procurement Division or the procurement designated staff contact person. Violation of this provision shall result in disqualification of the party on whose behalf the lobbying occurred.

Cone of Silence period means the period between the issue date which allows for immediate submittals to the City of Gainesville Procurement Division in response to an invitation to bid, or a request for proposal, or qualifications, or information, or an invitation to negotiate, as applicable, and the time that City Officials or the Procurement Division, or City Department awards the contract.

Lobbying means when a person seeks to influence or attempt to influence City Officials or employees with respect to a decision of the City, except as authorized by procurement procedures.

**PROPOSAL EVALUATION SUMMARY**PROJECT: A&E Services for Eastside Bus Transfer FacilityRFP#: RTSX-240024-DSDATE: 3/12/2024

FIRM NAMES	EVALUATOR 1				EVALUATOR 2				EVALUATOR 3				RANKING POINT TOTAL	FINAL RANKING
	TECHNICAL	WRITTEN	TOTAL POINTS	RANK	TECHNICAL	WRITTEN	TOTAL POINTS	RANK	TECHNICAL	WRITTEN	TOTAL POINTS	RANK		
1 DLZ Florida LLC	80.00	69.00	149.00	4	94.00	87.00	181.00	2	92.00	89.00	181.00	1	7	3
2 Helman Hurley Charvat Peacock Architects Inc	70.00	66.00	136.00	5	91.00	83.00	174.00	5	82.00	75.00	157.00	5	15	5
3 JBrown Professional Group Inc	80.00	86.00	166.00	2	90.00	85.00	175.00	4	85.00	82.00	167.00	4	10	4
4 Monarch Design Group LLC	90.00	86.00	176.00	1	92.00	89.00	181.00	2	88.00	84.00	172.00	3	6	1
5 WGI Inc	82.00	73.00	155.00	3	94.00	92.00	186.00	1	90.00	88.00	178.00	2	6	1