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**Posted Date:** February 2, 2018

**Solicitation No.:** CN180028TJM

**Solicitation Name:** Annual-Structural Engineering Services

**Subject:** Addendum Number 2

The following represents clarification, additions, deletions, and/or modifications to the above referenced bid. This addendum shall hereafter be regarded as part of the solicitation. Items not referenced herein remain unchanged, including the response date. Words, phrases or sentences with a strikethrough represent deletions to the original solicitation. Underlined words and bolded, phrases or sentences represent additions to the original solicitation.

**NOTE: FAILURE TO USE AN ADDENDUMS REVISED FORM SHALL DEEM BIDDER NON-RESPONSIVE.**

1.	Does the County require a licensed Structural Engineer for the submittal or is a P.E. acceptable with experience?
<b>Answer</b>	<b>Submitting firm must identify a minimum of one key staff member that is employed by the firm, and holds a current State of Florida Professional Engineering License - with a Structural Engineer endorsement. Submit a copy of all-applicable licensing with the firm's proposal.</b>
2.	Addendum No 1 provided under Submittal Requirements & Evaluation Criteria Tab 1, Tab 2, and Tab 4. There was no Tab 3
<b>Answer</b>	<b>There were no changes to Tab 3 and therefore it was not listed in the addendum.</b>

**Changes: SUBMITTAL REQUIREMENTS & EVALUATION CRITERIA**

**TAB 1: Qualifications of Firm**

- Provide a description of your firm, your firm's experience, and underlying philosophy in providing the services as described and requested herein. Description should include details such as: abilities, capacity, skill, strengths, number of years, etc.

~~➤ Provide a letter of bond ability from a Surety company, on their letterhead, specifying and confirming your firm's bonding capability.~~

**TAB 4: Personnel**

- Provide a detailed description of the firm's **specific** project management team that will be assigned to the Lee County contract. Identify the roles and responsibilities of the primary team members as they pertain/apply to the Project Approach and include details that

demonstrate individual's knowledge and understanding of the types of services to be performed as well as previous experience in similar or related work.

- Firm must identify staff member(s) that will serve as the Project Director that shall be authorized and responsible to act on behalf of the Consultant with respect to directing, coordinating and administering all aspects of the services to be provided and performed. Submitting firm must identify a minimum of one key staff member, or subcontractor listed as a key staff member, in which holds a current Professional Engineering License with a Structural Engineer endorsement.

**Submitting firm must identify a minimum of one key staff member, that is employed by the firm, and holds a current State of Florida Professional Engineering License - with a Structural Engineer endorsement. Submit a copy of all-applicable licensing with the firm's proposal.**

- Provide a statement acknowledging your firm's understanding that the project management team/key team members assigned to the Lee County contract, as described above, shall not be substituted without the expressed permission of Lee County.
- Provide resumes of proposed **specific** project management team to be assigned to the Lee County contract. Provide organizational chart showing key personnel.  
*\*Resumes are not included within page restrictions, but should be limited to one (1) page per person.\**

**Changes: REQUIRED FORMS REQUEST FOR PROPOSAL CCNA:**

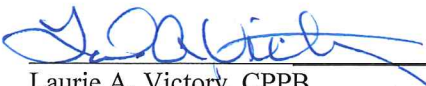
Include any licenses or certifications requested (if applicable) Professional Engineer License with a Structural Engineering endorsement of either the firm and/or at least one key personnel (note: personnel with the Structural Engineering endorsement may be subcontracted) and are requested to be returned with bid or proposal package.

Include any licenses or certifications requested: Minimum of one key staff member that is employed by the firm, and holds a current State of Florida Professional Engineer License with a Structural Engineering endorsement.

Include Letter of Bondability (Required) Letter of Bondability from a Surety company, on their letterhead, specifying and confirming your firm's bonding capability.

**BIDDER/PROPOSER IS ADVISED, YOU ARE REQUIRED TO ACKNOWLEDGE RECEIPT OF THIS ADDENDUM WHEN SUBMITTING A BID/PROPOSAL. FAILURE TO COMPLY WITH THIS REQUIREMENT MAY RESULT IN THE BIDDER/PROPOSER BEING CONSIDERED NON-RESPONSIVE.**

**ALL OTHER TERMS AND CONDITIONS OF THE SOLICITATION DOCUMENTS ARE AND SHALL REMAIN THE SAME.**

  
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Laurie A. Victory, CPPB  
Lee County Procurement Management