



Procurement Department Bid Section
Customer Center 1st Floor, Room 002
21 W. Church Street
Jacksonville, Florida 32202

August 5, 2020

ADDENDUM NUMBER: One (1)

TITLE: RFP 044-20 Tenant Improvement Design for Proposed JEA Corporate Headquarters

PROPOSAL DUE DATE: August 18, 2020

TIME OF RECEIPT: 12:00 PM EST

THIS ADDENDUM IS FOR THE PURPOSE OF MAKING THE FOLLOWING CHANGES OR CLARIFICATIONS:

1. **Question:** I noticed on the solicitation on page 11 that JEA is requesting Mechanical, Electrical, Structural, and Civil Engineers. Do we need Civil Engineers for the tenant improvement?

Answer: No, a Civil Engineer is not required for this project and has been removed as part of the evaluation criteria.

2. **Revise and Replace Solicitation Clause 1.2.6.2. Professional Staff Experience with the following language:**

1.2.6.2. PROFESSIONAL STAFF EXPERIENCE (CCNA) - (30 POINTS)

A. Team Members

The Proposer shall provide a maximum of Nine (9) resumes of the professional staff to be assigned to perform the Work. The resumes provided shall identify the Project Manager, Architect, Mechanical Engineer, Electrical Engineer and Structural Engineer and the backups for each except the Project Manager (collectively, the "Team Members"). **Primary positions (as shown in the attached Evaluation Matrix) shall only serve in one (1) role.** Note, the Lead Project Manager must be from the company submitting the Proposal and not a Subcontractor. Persons whose resumes are submitted as a Team Member must actually perform the Work unless Proposer receives prior approval by the JEA Project Manager to use a backup Team Member. Finally, if Proposer submits a resume of a Subcontractor that is employed by a JSEB firm, please note this on the resume.

At a minimum, each resume shall present the Team Member's name, title, years of service with company, applicable professional registrations, education, and work experience. Resumes shall also identify any specialty or technical process expertise. Include certifications/credentials as an attachment of the designated LEED and or WELL staff to be assigned.

Resumes shall be no more than two (2) pages in length, single sided, and on 8.5" by 11" sized paper. If more than two pages are submitted, only the information contained on the first two pages will be evaluated by JEA. No more than Nine (9) resumes will be evaluated.

B. Organizational Chart

Finally, Proposer shall provide an organizational chart delineating company's personnel responsibilities and functions associated with the Work. If applicable, this chart shall also delineate any responsibilities and functions of subcontractor(s) and/or JSEB firm(s).

Points will be awarded as described on the Evaluation Matrix attached to this RFP.

3. **Revise and Replace 044-20 Evaluation Matrix with 044-20 Addendum 1 – Evaluation Matrix.**

ACKNOWLEDGE RECEIPT OF THIS ADDENDUM ON THE PROPOSAL FORM