



Procurement Department Bid Section  
225 North Pearl Street  
Jacksonville, Florida 32202

April 3, 2024

ADDENDUM NUMBER: Three (3)

TITLE: Business Excellence – 1411645246

RESPONSE DUE DATE: April 23, 2024

TIME OF RECEIPT: 12:00 PM EST

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

- 1. The Due Date has been changed from April 16, 2024 to April 23, 2024. The Time of Receipt remains the same.**
- 2. Question:** We have a question on section 1.8 of the ITN. Since a Respondent is required to use JEA as a reference if it has done similar work in the past for JEA, can such work count as one of the two required references if it was performed more than five years ago?

**Answer:** In response to the minimum qualifications, there is not a requirement to submit work that was done with JEA in the past. It states that one (1) reference must be with an electric and/or water utility within the United States as listed below. The window for past work is deemed appropriate so all references shall include work completed in the last five (5) years ending March 31, 2024.

- Respondent must demonstrate successful experience with two (2) consulting assignments in the last five (5) years ending March 31, 2024. A similar project is defined as providing comparable Business Excellence Consulting services as defined in the Scope of Work – Scope of Services.
  - One (1) of the two (2) references provided must be for an electric and/or water utility within the United States.
  - The account references on the Minimum Qualifications Form must include the reference company name, contact person, phone number, email address and a summary of the scope of work provided. JEA may contact and verify the account references.

**ACKNOWLEDGE RECEIPT OF THIS ADDENDUM ON THE RESPONSE FORM**