

**CITY OF NAPLES
PURCHASING DIVISION
CITY HALL, 735 8TH STREET SOUTH
NAPLES, FLORIDA 34102
PH: 239-213-7100 FX: 239-213-7105**

ADDENDUM NUMBER 4

| NOTIFICATION DATE: | SOLICITATION TITLE: | SOLICITATION NUMBER: | BID OPENING DATE & TIME: |
|--------------------|---|----------------------|-----------------------------|
| 11/20/2023 | 24-001 PROFESSIONAL SERVICES LIBRARIES, PER COMPETITIVE CONSULTANTS NEGOTIATION ACT (CCNA) - RFQ | 24-001 | 12/7/2023 2:00PM |

**THE FOLLOWING INFORMATION IS HEREBY INCORPORATED INTO,
AND MADE AN OFFICIAL PART OF THE ABOVE REFERENCED BID.**

1. It is our understanding that the City does not want prime firms to include subconsultants on their team – please confirm this is accurate.

ANSWER: All submitting firms must meet the State of Florida discipline definitions in the RFQ. Submit PRIME FIRMS qualifications only. No Subconsultants.

2. C.1: Firm’s Credentials and Recent Examples. It states to list no more than 10 projects that best illustrate the experience of the firm and current staff to be assigned to the contract, within the coastal southwest. Does “within the coastal southwest” pertain to any projects that will be under this contract or to the projects that illustrate the experience of the firm and staff?

ANSWER: Projects that illustrate the experience of the firm and staff in relation to possible projects that will be under this RFQ and have been located in the coastal southwest.

3. In section D. Scope of Work, many of the Consultants’ Competitive Negotiation Act (CCNA) disciplines listed have sub-disciplines. Will a firm qualify if their areas of expertise cover only a portion of the sub-disciplines, or is the City specifically looking for a firm that can address all aspects of that specific discipline?

ANSWER: See Addendum #3.

4. In the RFQ, federal grants are referenced, but there is no mention of right-of-way services like appraisers or negotiators. How does the city typically procure these services, and should firms include them in their RFQ response as part of the additional services they offer?

ANSWER: See Addendum #3. These services will be procured under a separate solicitation if required.

IMPORTANT MESSAGE

PLEASE ACKNOWLEDGE RECEIPT OF THIS ADDENDUM ON THE BID COVER SHEET .

5. In regards to statement “DISCIPLINE(S) FOR CONSIDERATION – Using the Interest Matrix below, check the discipline(s) and sub-discipline(s) for which your firm would like to be considered and include this complete and signed matrix in this Section 8. Check either the YES box if interested or NO box if not interested for each discipline. Select all boxes with either a YES or NO designation.” There does not seem to be a matrix provided. Can this be provided in an addendum?

ANSWER: SEE PAGE 31 for the Interest Matrix which is to be submitted.

6. Do required forms count in the page count?

ANSWER: No.

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