

- 1. Can respondents submit proposals electronically (per page 3 & 4 of the RFP?) in lieu of hard copies?**

Electronic submissions in lieu of hard copies are permitted.

- 2. Does TBRPC anticipate oral presentations, and if so, will they shortlist oral presentations be in-person or virtual?**

The TBRPC currently anticipates oral presentations. The presentations will be held in person.

- 3. For the Certified Minority Enterprise criteria, if the Respondent Prime is not a certified MBE, can they still be awarded the 5 points if subcontracting work to a certified MBE firm?**

No MBE points for subcontractors will be awarded.

- 4. What will be TBRPC's role and involvement in this project?**

TBRPC's role on the project will be to serve as the prime application for the MIRR, handle all required federal reporting, identify, and develop an initial list of key stakeholders and resources, establish and coordinate both a technical and policy committee, and oversee Contractor activities, assignments and deliverables.

- 5. Is the internal installation resilience assessment for MacDill AFB complete?**

Yes. The base is awaiting feedback from the AFCEC on mitigation recommendations.

- 6. Has MacDill AFB updated master installation plan to include a resilience element? Transportation Demand Management?**

The MacDill AFB master installation plan has not been updated to include a resilience element or transportation demand management.

- 7. Has MacDill AFB completed a Water and/or Energy Resilience Plan?**

The Installation Energy Resilience Plan was completed in December of 2019.

- 8. If we opt to submit the proposal via email, are we also still required to submit hard copies and a USB?**

Electronic submissions do not need to be accompanied by hard copies.

- 9. If we opt to submit the proposal via email, what is the maximum file size your server will accept?**

The maximum file size is 30 MB.

10. Is a Florida notary required on the forms or can the notary be from another state?

A Florida notary is not required please disregard the term “Public Notary of the State of Florida” on page 23.

11. Can the schedule be 11 x 17?

Yes, but that will count as two pages toward the page limits prescribed in Part IV.

12. Part I-3. (pages 3-4) states, “If Respondents choose to submit Proposals electronically, TBRPC is not responsible for any technical problems in the electronic transmission and/or delay in receipt due to technical problems. Such electronic transmittal errors will not alter or effect the deadline date and time 4 for receipt of Proposals. Electronic Proposals should be delivered via email to: cara@tbrpc.org.” In lieu of submitting a physical response, may respondents submit ONLY an electronic response?

Electronic submissions in lieu of physical submissions are permitted.

13. If respondents MUST submit physical copies of the bid, will FedEx/UPS packages be received at the address listed?

Our office can accept UPS and FEDEX delivery.

14. There is no reference to a budget format or tables, does this mean we can provide a level of pricing detail we would like?

There is no template or format required for the budget. Please provide costs for each of the tasks as well as a total cost.

15. Would it be possible to get a plan holder list or a list of firms that submitted questions, along with contact information?

The DemandStar plan holder list has been provided as an attachment (attachment #1) to this addendum.

16. Will you share the names of the members of the selection committee?

We cannot share this information. Selection committee meetings will be publicly advertised prior to the meeting date and open to all members of the public who wish to attend.

17. Regarding the MBE information presented on page 14, is there an overall MBE goal for your contracts? Also, would the TBPRC consider adding points between 0 and 5 for teams that are not primed by and MBE but include MBE participation on their team to reinforce the value of MBE participation?



The TBRPC does not have an overall MBE goal for contracts. The TBRPC will not award MBE points for teams that are not primed by the MBE but include MBE participation on their team.

18. A sample contract was not included with the RFP. Could one be provided for review and consideration by firms planning to propose on this opportunity?

A sample contract from the TBRPC’s Project Phoenix has been provided as an attachment (attachment #2). This is provided as an example only and the final contract for this project may be different.

19. Page 25, Task 3 3)a. references previous studies, models and reports. Could these be made available for download so that all potential proposers have the same level of information regarding previous related work?

A list of relevant planning documents and studies is provided below. The selected contractor and TBRPC will work with City of Tampa service providers to collect the most relevant stormwater master plans. The contractor will also have access to the findings of prior studies conducted by the installation, at the discretion of installation staff.

Organization	Document Name	Document Type
Tampa Bay Climate Science Advisory Panel (CSAP)	CSAP SLR Recommendations 2019 Final	Recommendations
City of Tampa	Resilient Tampa	Plan
SWFWMD	Surface Water Improvement and Management Program Annual Update	Progress Report
SWFWMD	Surface Water Improvement and Management (SWIM) Plan	Plan
City of Tampa	MacDill AFB Joint Land Use Study	Study

20. Can you supply a copy of the contemplated contract for this project or a sample contract for us to review?

A sample contract from the TBRPC’s Project Phoenix has been provided as an attachment (attachment #2). This is provided as an example only and the final contract for this project may be different.

21. If we choose to submit electronically instead of sending hard copies and a flash drive, what is your email size limit?

The maximum file size is 30 MB.

22. If we choose to submit electronically, would the Tampa Bay Regional Planning Council accept delivery of our submittal through a file transfer service?

No.

- 23. To support MBEs participating in the project, would the TBRPC reconsider a point value for MBE participation as a subconsultant of up to 3 points?**

No MBE points for subcontractors will be awarded.

- 24. Does the target total value of the program include travel for inspections, or can those be submitted as incurred?**

The total value includes travel for inspections.

- 25. Does data referred to in Task #4 already exist for analysis, or is that data that will be collected as an outcome of this project?**

The scope of vulnerabilities that will be assessed will be determined by stakeholder feedback, so at this time TBRPC has yet to determine the full range of data needs. Most of the stakeholders will have existing data on the location of critical assets. The consultant will be responsible for determining data needs for conducting the vulnerability assessments.

- 26. Does TBRPC require a Minority firm as the prime?**

No.

- 27. Is the program funded by the DOD, by the State of FL or by a combination of monies**

The project is funded by a \$513,000 grant from the Federal Office of Local Defense Community Cooperation and \$57,000 of in-kind services (staff time) as local (TBRPC) match.

- 28. Will the Tampa Bay Regional Commission be the point of contact between the consultant team and the base or will the Consultant Team be responsible for clearance, data gathering, etc..?**

The TBRPC will be the point of contact between the consultant team and the funding agency (OLDCC). The Consultant will be in direct contact with base personal alongside TBRPC staff.

- 29. Could you please advise if there is a targeted or required % goal for Minority Business Enterprise participation in the project?**

The TBRPC does not have an overall MBE goal for contracts. The TBRPC will not award partial MBE points.

- 30. Would the Tampa Bay Regional Planning Council reconsider the scoring methodology for the Certified Minority Business Enterprise to allow full or partial points for inclusion of an MBE business as a key subcontractor on a large business team?**

No MBE points for subcontractors will be awarded.