

Questions & Answers

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- 1. We saw that the scope of work included A/E services, but a lot of the scope speaks to general contracting work. We are an A/E firm. Are you wanting us to pull a contractor onto our team?**

Answer: The Hillsborough County Sheriff's Office (HCSO) intends to document qualifications for A&E Firms with and without onboard Contractors as well as Contractors with onboard A&E

- 2. Could you please provide clarification on what garage liability and garage keepers liability is for?**

Answer: Garage Liability and Garage Keepers Liability are two types of insurance coverage which the HCSO may require for a specific Request for Proposal (RFP).

Note: Request for Qualifications 2022-014 does not have specific Work defined which would require this to be included in a Response. The APPENDIX I – *Supplier Application Packet* does require General Liability Insurance and Workers Compensation insurance to be provided.

- 3. Some of the evaluation criteria beginning on page 24, ties back into information included in Attachment A. For example:**

- **Project team location is included in Sections A-C and H of the Standard Form 330 provided in Attachment A**
- **Resumes for key personnel are also typically evaluated in the Standard Form 330 in Section E**
- **Past performance project pages are evaluated in Section F.**
- **An organizational chart is also included in the Standard Form 330 provided in Section D.**

How would you like us to show the evaluation criteria beginning on page 24 of the Submittal Response?

Answer: Page 24 begins the Narratives and Documentation criteria of the Response which will be reviewed by HCSO Personnel. It is intended to give Reviewers a narrative about the Firm responding to the RFQ. References may be made to additional pages included within Attachment A, and those referenced pages will be included with Part D for review.

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4. The RFQ document details on page 22 the five sections (a-e) required, and then goes on to detail exactly what you are looking for in each section.

(continued...)

Section title pages provided.

- a. Ability of the Firm and its Professional Personnel.
- b. Firm's experience with projects for Public Facilities and Correctional Facilities.
- c. Project Team Location.
- d. Firm's historical ability to meet schedule and budget requirements.
- e. Firm's other considerations / references

Then Attachment A Architect-Engineer Qualifications details similar, but more detailed information (Sections A thru I) required under Part 1 – Contract Specific Qualifications.

Since this is not a specific project this doesn't seem to apply yet.

And Part II asks for more firm specific information for each firm that will be part of our team (we have one location/ no branch offices).

Do you want us to include everything mentioned above in this submittal, or would some of this information be required once a specific project is being solicited?

Answer: In order to have a responsive submission, everything requested should be returned.

NOTE: Section Title pages are to determine the layout of narratives provided by the Firm for review by current and prospective HCSO Project Managers. These may reference additional pages provided to supplement Attachment A. Attachment A will be utilized to reference applicable qualifications of Firms for project-specific Request for Proposals (RFPs) each of which may have different requirements.

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