HIGHLANDS COUNTY BOARD OF COUNTY COMMISSIONERS (HCBCC)
PURCHASING DIVISION
600 S. Commerce Ave
Sebring, FL 33870
(863) 402-6500

DATE: October 29, 2026

BID NO. RFQ 27-002-RDV ADDENDUM No. 2

Project.: Highlands County Storm-Water Master Plan/Watershed Management Plan/Capital Improvement Plan/Base-Flood Elevation Establishment

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The following represents clarification, additions, deletions, and/or modifications to the above referenced solicitation. This addendum shall hereafter be regarded as part of the solicitation. Items not referenced herein remain unchanged. Words, phrases or sentences with a strikethrough represent deletions to the original solicitation. Underlined words and bolded, phrases or sentences represent additions to the original solicitation, as applicable.

This addendum is being issued to and answer questions received on this solicitation.
Questions and Answers

Q1 **Roadway Confirmation:** Page 16 references establishing a BFE along **Amelia Avenue**. We were unable to locate Amelia Avenue in Highlands County. We identified **Almeria Avenue** as potentially related locations. Please confirm the intended roadway and project area for the BFE establishment and subsequent FEMA mapping activities.

A1 **Confirmed, Almeria Avenue, along with Barbarossa Avenue and Cantor Avenue, etc.**

Q2 **Project Budget:** Please confirm the anticipated budget for this project.

A2 **See Addendum 1, Q1/A1.**

Q3 **Evaluation Criteria Discrepancy:** The point allocations listed in the evaluation criteria narrative (Pages 18-19) differ from the Sample Evaluation Score Sheet. Please confirm which scoring breakdown will be used for proposal evaluation.

A3 **The scoring referenced for the evaluation criteria narrative (Section 6, Subsection 4) will be used.**

Q4 **Sample Contract:** Is a sample contract available for review?

A4 **See Addendum 1, Q2/A2.**

Q5 **Reference Eligibility:** Can Highlands County project experience be included among the six project references requested in Tab E, and may current or former Highlands County staff be listed as project references for work previously performed for the County?

A5 **Yes.**

Q6 Prime / Subconsultant Participation - Please confirm whether a firm may submit as a prime consultant on one team while also participating as a subconsultant on another proposer's team for this RFQ.

A6 **Confirmed, a firm may submit as a prime consultant and also participate as a subconsultant on another proposer's submission.**

Q7 Tab C – Items 3.11 through 3.14, Under Tab C, Relevant Firm Experience, Items 3.11 through 3.14 appear within the list of information requested for each of the six representative projects, but they seem out of place. Please clarify whether "Volume of Past 5-Years with Governmental Entities" and "Current and Projected Workload versus Capacity" are intended to be provided once as firm-level information, rather than repeated for each individual project. Please also clarify the intent of Item 3.12, "Single line of information per proposal."

A7 **"Volume of Past 5-Years with Governmental Entities" and "Current and Projected Workload versus Capacity" are intended to be provided once as firm-level information.**
Please disregard item 3.12.

Q8 Surveying Requirements – Please clarify whether professional surveying services are anticipated as part of the scope of work, particularly for the Base Flood Elevation/LOMR task and the newly added Eco Park design and permitting task. If surveying is required, should proposers include a licensed surveyor on the proposed team, or will necessary survey/topographic information be provided by the County?

A8 **Surveying not necessarily required for the BFE/LOMR task; would be required for ECO Park design.**
Proposers should include a licensed surveyor on the proposed team.
Survey data will not be provided by the County.

Q9 Eco Park – Level of Design / Permitting Scope – For the newly added Eco Park task, please clarify the anticipated level of design and permitting to be completed under this contract. Is the selected consultant expected to prepare construction-level plans and specifications and obtain all applicable permits, or is the intent to advance the existing concept to a defined level of design for future implementation?

A9 **Consultant is to prepare construction-level plans and obtain all applicable permits.**

Q10 May the County please provide the selection committee members for this RFQ?

A10 **The evaluation committee will be comprised of Highlands County Staff.**

Stacy Prevatte
Procurement Manager

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Final Audit Report 2026-10-29

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