



Florida Department of Transportation

RON DESANTIS
GOVERNOR

3400 West Commercial Boulevard
Fort Lauderdale, FL 33309

JARED W. PERDUE, P.E.
SECRETARY

June 17, 2024

RE: ADDENDUM ONE
Contract: E4X48 REGIONAL TRANSPORTATION MANAGEMENT CENTER (RTMC) OPERATIONS
CONTRACT
FM # 436198-2-82-01 & VARIUOS

Dear Bidders:

This addendum includes changes to the RFP and Exhibit C:

1. This addendum changes the RFP section 3 as detail below:

3) AGENDA FOR PUBLIC MEETINGS

Agenda – Mandatory Pre-Proposal Conference

Agenda for Mandatory Pre-Proposal Conference for **E4X48**:

Starting Time: see "Timeline" in RFP solicitation.

- Opening remarks of approx. 2 minutes by Department Procurement Office personnel.
- Public input period.
- To allow a maximum of 15 minutes total for public input related to the RFP solicitation. At conclusion of public input or 15 minutes, whichever occurs first, highlights of the solicitation documents will be reviewed, and a questions and answers session.
- Adjourn

Agenda – Public Selection Meeting (Reading of Technical Scores)

Agenda for Intended / Reading of Technical Scores meeting for **E4X48**:

Starting Time: see "Timeline" in RFP solicitation

- Opening remarks of approx. 2 minutes by Department Procurement Office personnel.
- Public input period – To allow a maximum of 15 minutes total for public input related to the RFP solicitation.
- At conclusion of public input or 15 minutes, whichever occurs first, the Technical evaluation Scores will be summarized.
- Selection Committee will express concurrence.
- Announce time and date of the Price Proposal Opening and Final Selection Meeting.
- Adjourn

Agenda – Price Proposal Opening

Agenda for Price Proposal Opening for **E4X48**:

Starting Time: see "Timeline" in RFP solicitation

- Opening remarks of approx. 2 minutes by Department Procurement Office personnel.
- Public input period – To allow a maximum of 15 minutes total for public input related to the RFP solicitation.
- At conclusion of public input or 15 minutes, whichever occurs first, the technical evaluation scores will be summarized.
- Calculate price scores and add technical scores to arrive at total scores.
- Announce Proposer with highest Total Score
- Announce time and date the decision will be posted on the Districts Contracts Administration website at: www.fdot.gov/contracts/d4, click "click [Request for Proposal](#)" and select contract number from the list,

www.fdot.gov

- Adjourn.

Agenda – Public Selection Meeting to Intended Award

Agenda for Intended / Recommended Award meeting for **E4X48**:

Starting Time: see “Timeline” in RFP solicitation

- Opening remarks of approx. 2 minutes by Department Procurement Office personnel.
- Public input period – To allow a maximum of 15 minutes total for public input related to the RFP solicitation.
- At conclusion of public input or 15 minutes, whichever occurs first, the Total Scores (technical scores plus price scores) will be summarized.
- Announce Intended Award decision.
- Announce time and date decision will be posted on the Districts Contracts Administration website at: www.fdot.gov/contracts/d4, click “click **“Request for Proposal”** and select contract number from the list.
- Adjourn

2. This addendum changes section 22.1 General Instructions Proposal Format Instructions of the RFP as detailed below:

22.1 General Instructions

This section contains instructions that describe the required format for the proposal. All proposals submitted shall contain two parts and be marked as follows:

PART I TECHNICAL PROPOSAL NUMBER E4X48
(One Separate PDF document for Technical)

PART II PRICE PROPOSAL NUMBER E4X48
(One Separate PDF document for Prices)

PLEASE EMAIL PART I (TECHNICAL Proposal) and Part II (PRICE Proposal) to
D4.designbuild@dot.state.fl.us

3. This addendum changes section 22.3 Presenting the Proposal of the RFP to modify the subsection number to 22.4 and clarify number of pages for the resumes as detailed below:

22.4 Presenting the Proposal

The proposal shall be limited to a page size of eight and one-half by eleven inches (8½" x 11") **with the exception of the organizational chart which can be 11" x 17"**. Type size shall not be less than 10-point font. The proposals should be indexed, and all pages sequentially numbered.

The entire Technical Proposal is limited to a maximum of fifty (50) total **pages, not counting organizational chart, bindings, covers, dividers, and resumes. Resumes are limited to two (2) pages per person. Pages of individual resumes in excess of 2 pages will not be supplied to the Technical Review Committee.** Unnecessarily elaborate special brochures, artwork, expensive paper, and expensive visual and other presentation aids are neither necessary nor desired.

4. This addendum REPLACES section 33 from the RFP as detailed below.

33) ATTACHED FORMS

Price Proposal Form

DBE Participation Statement

Bid Opportunity List

Vendor Certification Regarding Scrutinized Companies Lists (Form 375-030-60)

5. This addendum changes the RFP section 35 as detail below:

35) ORDER OF PRECEDENCE

All responses are subject to the terms and conditions of this solicitation, which, in case of conflict, shall have the following order of precedence listed:

- Standard Written Agreement
- Special Conditions
- Scope of Services
- Method of Compensation
- Price Proposal Form
- Instructions to Respondents (PUR 1001)
- General Conditions (PUR 1000)
- Introduction Section

6. This Addendum updates the title on Exhibit "C" Price Proposal to FDOT DISTRICT 4 RTMC OPERATIONS CONTRACT

7. This Addendum deletes on page 1 the following paragraph on Exhibit "C" Price Proposal.
"The Estimated Quantities are for evaluation purposes only and are not necessarily a representation of the actual quantities that will be authorized under this Agreement."

You must acknowledge **Addendum One** when you submit your bid.

Maria Velarde

District 4, Senior District Contract Specialist

Copy: Alexandra Lopez, Margaret Simpkins, File.

Bidders must acknowledge receipt of this document by completing and returning to the Procurement Office with their Bid via email at D4.designbuild@dot.state.fl.us , by no later than the time and date of the proposal due. Failure to do so may subject the Bidder to disqualification.

_____ Bidder

_____ Address

_____ Name

_____ Submitted by (Signature)