



TOWN OF SOUTHWEST RANCHES, FLORIDA  
STORMWATER MASTER PLAN  
RFQu NO. 22-001  
**ADDENDUM 2 – QUESTIONS RECEIVED AND RESPONSES**

- Please confirm if we are to structure our proposal after the evaluation criteria listed on p. 10 (section 2.11) OR if there is to be additional information forthcoming about the structure as p. 18 (section 3.1) states “Each section of the proposal should be clearly labeled using the paragraph headings set forth below” though nothing is listed.  
~~Remove: “Each section of the proposal should be clearly labeled using the paragraph headings set forth below” though nothing is listed.~~  
Please structure the proposal after the Evaluation Criteria listed in Section 2.11 EVALUATION OF PROPOSALS as per ADDENDUM 1.
- Page 18 of the RFQ, Section 3.1 Proposal Format and Content, states that Proposals must contain all of the documents included in each Appendix. However, there isn’t a list of documents to include in our submittal. Does the Town prefer a specific format?  
The Bid contains a Table of Content that lists all the Appendices. Please complete and include all Appendices. Those that are Not Applicable should be marked N/A The Town has no specific format requirements.
- Per CCNA language, a fee is not required; however, the Town’s Appendix B form is asking for a lump sum base proposal price. Please advise if we are to supply the town with a fee or if this will be “TBD” after selection.  
See ADDENDUM 1. Appendix B Price Proposal - Submit in a separated sealed envelope.
- What is the allocated budget for this RFQu? **\$250,000**
- Has budget been approved by council?  
The council approved ILA can be reviewed under Resolution 22-002 on the Town Website at <https://www.southwestranches.org/departments/town-clerk/resolutions/>
- Is there a specific minority or small business goal (%) or requirement? **NO**
- Is a lump sum fee required for this first response of qualifications? **NO**
- Is a bond required with the qualifications? **NO**
- Are there any page limits for the submittal? **NO**
- The Town states they prefer letters of recommendation for references, are these in addition to the Appendix Q – Proposer Experience references?  
**NO. Appendix Q details the information of the referral provided for easy reference.**
- Can you expand more on what is required for the ‘Approach’ and ‘Experience’ sections? **The Approach section is geared towards elements of due diligence and scheduling to showcase how a proposer will get the necessary data, and sequence tasks to prepare a comprehensive Stormwater Master Plan within the budget and schedule allowed. The experience section is self-explanatory.**