



ADDENDUM NO. 1

Table with 2 columns: Field Name and Value. Fields include Issue Date (April 8, 2021), Facility Name (Woodward Avenue Elementary), Project Name (Renovations and Addition), and Project No. (2147823).

The following modifications shall be incorporated as part of the advertised construction management services request qualifications (RFQ) for the project shown above. Any questions regarding these modifications shall be directed to Steve Grube, Director Planning and Construction, via email at spgrube@volusia.k12.fl.us, for consideration.

The following is hereby modified:

Reference: Request for Qualifications (RFQ), Page 6 of 10, SUBMITTAL GUIDELINES AND SHORTLISTING CRITERIA, paragraph 3

Qualification Packages will be scored using Adjectival Rating times a weighted value. Adjectival Rating: Unsatisfactory (0), Marginal (1), Satisfactory (2), Good (3) Excellent (4). Each Firm will be rated on a scale from 1 (lowest) to 10 (highest).

Reference: Selection Committee Shortlisting Construction Management Services, Adjectival Ratings (rating sheet template)

4 = Excellent, 3 = Good, 2 = Satisfactory, 1 = Marginal, 0 = Unsatisfactory Rate each Firm on a scale from 1 (lowest) to 10 (highest)

END OF ADDENDUM NO. 1

Attachments:

- Request for Qualifications, page 6 of 10 (revised)
Shortlisting Rating Template (revised)

SUBMITTAL GUIDELINES AND SHORTLISTING RATING CRITERIA

Submit one (1) original printed and bound submittal and one (1) flash device of the submittal in combined PDF format in the same order as the printed submittal with corresponding bookmarked tabs for navigation.

Submittals are due no later than 3:00 PM on April 23, 2021 and must be clearly labeled indicating the Facility Name, Project Name, Project Number and the name of the submitting firm. Address Submittals to: Michelle Black, Buyer, Purchasing & Warehouse Services, 3750 Olson Drive, Daytona Beach Florida 32124. Selection results shall be published online at: <https://www.vcsedu.org/facilities-design/construction-management-services>.

Qualification Packages will be scored using Adjectival Rating times a weighted value.

Adjectival Rating: ~~Unsatisfactory (0), Marginal (1), Satisfactory (2), Good (3) Excellent (4)~~. Each Firm will be rated on a scale from 1 (lowest) to 10 (highest).

Tab 1: Letter of Introduction and Table of Contents (non-scored)

A brief profile of the Firm, including a brief history of the company, location, project team location, corporate structure, ownership interest, and the length of company's existence shall be provided and addressed in a letter to Michelle Black, Buyer, Purchasing & Warehouse Services.

Tab 2: Insurance Forms (non-scored)

Attach evidence of General Liability, Workers' Compensation and Automobile Liability Insurance coverage, or proof of insurability for limits not less than \$2,000,000. If available, a properly completed ACORD Form is preferable.

Tab 3: Financial Strength and Bonding Capability (non-scored)

The Firm's financial capability is to be expressed in a financial statement; audited financial information current within the past twelve months, such as a balance sheet and statement of operations indicating the Firm's resources and the necessary working capital to assure financial stability through the completion of the Project. A certified audit is preferred; however, the Firm's most recent tax return and balance sheet will be accepted. The statement may be labeled Confidential. Disclose any material changes in the business operations of the Firm, including without limitation any pending bankruptcy proceedings, bankruptcies, receiverships, mergers, acquisitions, stock acquisitions or spin-offs that have occurred within the last three (3) years and any material pending or threatened litigation. If appropriate, discuss the impact of these changes on the Firm's financial or managerial ability to perform the noted tasks under this Contract. Provide the name, title, address, email and phone number of the financial officer of the Firm responsible for providing this information.

Attach a letter of intent from a surety company indicating the firm's ability to obtain a bond for projects with a construction cost of \$19,000,000. The surety company must be licensed to do business in the state of Florida and have an A. M. Best rating of "A-" or better.

**SELECTION COMMITTEE SHORTLISTING
CONSTRUCTION MANAGEMENT SERVICES**

Evaluator Name:							
Category	Tab 4 - Strategy to Utilize Local Businesses	Tab 5 - Business Structure	Tab 6 - Experience and Past Performance	Tab 7 - Porposed Project Staff and Functions	Tab 8 - Project Approach	Tab 9 - Scheduling Methodology	Tab 10 - Workload
Description of Requirements	Firms strategy to utilize local businesses	Length of time in business, size, resources and capabilities of entity	Detailed experience of firm providing construction management services for K-12 educational facility projects	Specific project related experience and capability of in-house staff and their functions as they relate to this RFQ	Approach to Project Management	Previous work for educational facilities and firms ability to adhere to previous scope and schedule	Current Workload
Adjectival Ratings:	4 = Excellent, 3 = Good, 2 = Satisfactory, 1 = Marginal, 0 = Unsatisfactory Rate each Firm on a scale from 1 (lowest) to 10 (highest)						
Weights:	5	10	35	30	15	15	10
FIRM NAME							
Evaluator Rating: (see Adjectival Ratings above)							
Comments for each Tab Section on the above firm. If you choose scores less than 2 or greater than 3 you are encouraged to write a comment supporting your score in the box below the appropriate Tab.							