



**ITB-2016-07**  
**BUILDING INSPECTION, PLANS REVIEW/INSPECTION SERVICES IN VARIOUS DISCIPLINES, PERMIT CLERKS AND RELATED SERVICES**

**Questions 1-7**  
**Addendum 1**

**August 17, 2016**

**TO: ALL PROSPECTIVE BIDDERS:**

The following changes, additions, clarifications, and deletions amend the above-captioned Bid/Contract documents, and shall become an integral part of the bid responses and the subsequent contract.

**Please note the contents, sign below and ATTACH this signed sheet to your bid package.**

Question	1	On Page 8, under “M. Conflict of Interest”, for “private practice”, does the city mean “Private Provider” and/or “Alternative Plans Review Process” under Florida Statute 553.791?
Answer	1	Refers to any private effort, service, project etc.
Question	2	Reference to “D/Minimum Requirements/Qualifications” Number 3, titled “Previous Similar Projects”. Since reference is made in the “bullet point” to “clients”, “project”, “firm” (2x) shouldn’t “firm” be substituted for “individual”?
Answer	2	Yes, individual shall be replaced by firm.
Question	3	Reference to “D/Minimum Requirements/Qualifications” under Number 1, title “Team’s Experience”, since the title of this is “Team’s Experience”, do you mean under the last “bullet point” the word “firm” and not “member”?
Answer	3	No, this refers to complaints brought against any individual member of the proposing firm.
Question	4	Elevator Plans Review and Inspections are within the jurisdiction of the State of Florida and normally are performed by the State unless delegated to a municipality. Are the services for elevator examination and inspections, in place of, and/or in addition to the State of Florida requirements?
Answer	4	Elevator Plans Review and Inspections shall be performed by the State of Florida.

		Therefore, all bidders are to disregard all references to elevator inspections.
Question	5	ITB page 21, Item e: Past Performance Client Survey Information: Does the City wish to see different information than requested in Item C on page 20 (References)? a. Please clarify what information the City would like to see in Item e.
Answer	5	Please disregard all references to "Client Surveys." Bidders are to list three (3) references as indicated on pages 20 & 37.
Question	6	Can you please provide us with a copy of the building department's fee schedule as well as the revenue's from the past two years?
Answer	6	Please see documents titled "Fees 1" and "Fees 2" on this same web page. Revenues for 2013-2014: \$1,779,785.38. Revenues for 2014-2015: \$1,832,134.45.
Question	7	Is it the intention of the City of Sweetwater to perform elevator plans review and inspections itself through this ITB, or request from the State of Florida authority to perform these or undertake to perform the plans review and inspections notwithstanding?
Answer	7	Elevator Plans Review and Inspections shall be performed by the State of Florida. Therefore, all bidders are to disregard all references to elevator inspections.
Addendum	1	Bidding firm shall have a minimum of five (5) years' experience in the South Florida region.

**THIS ADDENDUM IS AN ESSENTIAL PORTION OF THE CONTRACT DOCUMENT AND SHALL BE MADE A PART THEREOF.**

This addendum should be signed and dated by bidder **and submitted as proof of receipt with the submission of bids (i.e., in the package)**. The bidder by identifying the addendum number in their bid proposal and by the signing and submission of their bid shall serve as proof of receipt of this addendum.

NAME OF FIRM: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_