

**ADDENDUM No. 4**  
**LAUDERDALE-BY-THE-SEA RFP 16-09-01**  
**CONTINUING PROFESSIONAL SERVICES**

We have received the following questions, which are reprinted below with our responses. Note: some questions have been restated from their original form.

1. Will it be acceptable to submit staff with PE & PTOE instead of PTP Certification?
2. The Traffic Engineer proposed to be assigned to the Town contract by a multi-disciplinary firm must be currently certified as a Professional Transportation Planner (PTP) by the Institute of Transportation Engineers (ITE) and provide his/her certificate number in the response. Additional certification as a Professional Traffic Operations Engineer (PTOEs) is preferred. Do only multi-disciplinary firms have this criteria of being certified as a PTP? Or does it pertain to just any firm as well? Is the Town able to remove this requirement and make it a preferred condition?
3. Is PTP certification a must or can it just be PE certified traffic engineer?

*Answer to questions 1-3 – We have reworded this requirement as follows:*

*H. The Traffic Engineer proposed to be assigned to the TOWN contract by a multi-disciplinary firm is preferred to ~~must~~ be currently certified as a Professional Transportation Planner (PTP) by the Institute of Transportation Engineers (ITE) and provide his/her certificate number in the response. Additional certification as a Professional Traffic Operations Engineer (PTOEs) is preferred. Minimum requirement is a registered Professional Engineer (P.E.).*

4. Can a response include engineers and landscaping or if awarded we will be working with engineers that have been qualified separately with the RFQ?
5. Does the Town intend to enter into contracts with each disciplinary? Do each disciplinary require its own proposals or should teams be created to account for all needed disciplines?
6. Can firms submit for more than one discipline or is there a limit? Should the same proposal be provided for each discipline or should they differ

*Answer to questions 4-6 – Large firms who offer multiple services may submit one response. You do not need to submit for each discipline.*

7. What section should acknowledgement of addenda go under?

*Respondents shall include the attached Addenda Acknowledgment Form at the end of Section 8 “Additional Forms” of their response to the RFQ.*

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- 8. Resumes and Professional qualifications of the primary individuals who may work on the town's projects. Who is considered primary?**

*Liaisons and Project Managers*

- 9. The RFQ is asking for "Engineers and/or Traffic Engineering Services" are we looking for the Structural Engineer to team with an architect, submit a package on their own or are they both acceptable?**

*Both are acceptable*

- 10. Should all sub-consultants needed for Architectural Design work be provided on the Team? This would include Civil Engineering, Structural Engineering, MEP Engineering, Fire Protection, etc.**

*It is not necessary to provide all*

- 11. If sub-consultants should be included on the Team, should all documentation (resumes, projects, etc.) also be provided for them?**

*Not at this time*

- 12. Should references (Exhibit 2) also be provided for sub-consultants?**

*Not at this time*

# ADDENDA ACKNOWLEDGEMENT FORM

Addendum #

Date Received

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RESPONDENT: \_\_\_\_\_

(Company Name)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Printed Name & Title)

**FAILURE TO COMPLETE, SIGN AND RETURN THIS FORM  
MAY DEEM YOUR RESPONSE NON-RESPONSIVE**