



JEFFERSON COUNTY PURCHASING DEPARTMENT
Deborah L. Clark, Purchasing Agent

1149 Pearl Street
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OFFICE MAIN: (409) 835-8593
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Addendum to RFQ

RFQ NUMBER: RFQ 25-046/MR
RFQ TITLE: Airport Engineering Consulting
RFQ DUE BY: 11:00 am CT, Wednesday, October 29, 2025
ADDENDUM NO.: 1
ISSUED (DATE): October 16, 2025

To RFQ Respondent: This Addendum is an integral part of the RFQ package under consideration by you as a Respondent in connection with the subject matter herein identified. Jefferson County deems all sealed qualifications to have been proffered in recognition and consideration of the entire RFQ Specifications Package – *including all addenda*. For purposes of clarification, **receipt of this present Addendum by a Respondent should be evidenced by returning it (signed) as part of the Respondent's sealed RFQ response submission.** If the RFQ response submission has already been received by the Jefferson County Purchasing Department, Respondent should return this addendum in a separate sealed envelope, clearly marked with the RFQ Title, RFQ Number, and RFQ Opening Date and Time, as stated above.

Reason for Issuance of this Addendum: Revised DBE Goal Requirements, Revised Evaluation Criteria & Questions

The information included herein is hereby incorporated into the documents of this present RFQ matter and supersedes any conflicting documents or portion thereof previously issued.

Receipt of this Addendum is hereby acknowledged by the undersigned Respondent:

ATTEST:

Witness

Witness

Approved by _____ Date: _____

Authorized Signature (Respondent)

Title of Person Signing Above

Typed Name of Business or Individual

Address



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1. Revised DBE goal information for this RFQ.

Page 28, Section 11.4 Other Requirements:

Notification is hereby given that a DBE contract specific goal has been established for this RFQ. The applicable goal is 0.00% per the recent Interim Final Rule as published in the Federal Register Docket No. DOT-OST-2025-0897 RIN 2105-AF33.

Page 44, Section 24 DBE Requirements – Certification

As issued Section 24 is voided and replaced with the following verbiage:

Since the recent Interim Final Rule as published in the Federal Register Docket No. DOT-OST-2025-0897 RIN 2105-AF33 requires each Unified Certification Program (UCP) to reevaluate and recertify any currently certified DBE or ACDBE firms, this section is not currently applicable.

Page 45, Section 25 DBE Utilization (DBE Form 1)

As issued Section 25 is voided and replaced with the following verbiage:

Since the recent Interim Final Rule as published in the Federal Register Docket No. DOT-OST-2025-0897 RIN 2105-AF33 requires each Unified Certification Program (UCP) to reevaluate and recertify any currently certified DBE or ACDBE firms, this section is not currently applicable. Firms electing to utilize previously certified DBE firms may still do so, however they are not required.

Page 46, Section 26 Letters of Intent (DBE Form 2)

As issued Section 26 is voided and replaced with the following verbiage:

Since the recent Interim Final Rule as published in the Federal Register Docket No. DOT-OST-2025-0897 RIN 2105-AF33 requires each Unified Certification Program (UCP) to reevaluate and recertify any currently certified DBE or ACDBE firms, this section is not currently applicable.

Firms electing to utilize previously certified DBE firms may still do so, however they are not required.

2. Revised Scoring Criteria for this RFQ.

Page 29, Section 11.7 Evaluation Scoring Criteria for RFQ Responses

The appointed Evaluation Committee will consider the following criteria in evaluating responses:

1. 60% Experience, Background, and Qualifications of Team (Including Prime/Joint, Partners/Subs)
 - a. Minimum Qualifications..... Summarize compliance with each minimum qualification
 - b. Team Profile..... Provide brief description of team, qualifications and experience
 - c. Proposed Key Personnel..... Organizational Chart of proposed team
 - d. Resumes..... Max one-page resumes of key personnel
2. 40% Project Approach & Management Plan
 - a. Brief narrative of plan describing organization structure, resource availability, and project execution (max 5 pages)
3. Question: The U.S. Department of Transportation's Interim Final Rule, effective on October 3, 2025, on DBE and ACDBE Rules, our understanding is that federal grant recipients are instructed to set 0% DBE goals on all contracts. Please advise how this affects the RFQ Response.

Answer: See revised DBE goal information in item #1 of this addendum



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4. Question: Section 26 of the RFQ includes a “Letters of Intent” form that outlines the commitment of utilization of a DBE for a specified percentage. Does this form represent the “letter of commitment” requirement under #3 of the evaluation scoring criteria in Section 11.7? If not, is there an additional letter of commitment that needs to be included from the DBE subconsultant and/or prime firm?

Answer: See revised DBE goal information in item #1 of this addendum.