

RFQ-2026-004 Program Management Consulting

#	Relevant Specification	Questions	Answers
1	Part A – Proposal	Please confirm that the following file naming convention is acceptable: [CompanyName]_RFQ2026-004_ProgramManagementConsulting_Response.pdf	This naming convention is acceptable
2	Part B – Award	Please confirm whether multiple firms may be awarded under this RFQ and, if so, how assignments or task orders will be allocated.	HCSO is looking to award a single company.
3	Part C – Scope of Services	Please confirm HCSO’s expectations regarding on-site presence and responsiveness of key PMC personnel during active project phases.	<p>HCSO expects key PMC personnel to maintain appropriate on-site presence and responsiveness during active project phases, based on the specific needs, schedule, and activity level of each project. The attached Clerk of the Works scope is provided as a general reference for the type of on-site expectations that may apply, including periodic site observation, documentation of construction progress and quality, coordination with HCSO’s Project Manager, meeting attendance, schedule awareness, and reporting of observed deficiencies or deviations. The specific number of on-site hours, duration of services, responsibilities, and deliverables will be established on a project-by-project basis.</p> <p>In addition to on-site construction-phase support, HCSO expects key PMC personnel to remain responsive and actively engaged throughout the design and construction process. This includes reviewing submittals, providing timely comments, coordinating drawings and specifications, and supporting design review coordination at the 30%, 60%, and 90% Design milestones.</p>
4	Part C – Scope of Services	Given the range of regulatory and design requirements (e.g., SWFWMD, FEMA, FBC, NFPA), please confirm that HCSO expects the PMC to facilitate coordination among the Architect/Engineer of Record and permitting agencies (e.g. supporting communication, compliance tracking, and documentation workflows) while the A/E retains responsibility for design and certification.	No need to facilitate coordination with regulatory agencies as the Professional of Record is tasked with this responsibility.
5	Part C – Scope of services	Please confirm the intended governance structure and how decision-making authority will be distributed across HCSO, the PMC, A/E teams, and contractors, particularly for schedule, cost, and scope impacts.	The PM Consultant will report directly to the Director of Construction Services and/or his delegate, and command structure as instructed.
6	Part C – Scope of services	Please provide the status, schedule, and budget of each of the projects indicated in the RFQ	Master Control Center at FRJ - Construction Starting around March 2027; Pinebrooke 5 - Training Academy All Phases - Construction starting around july of 2027; FRJ - JID Mental Heald Pod - Construction Starting around January of 2027; New 911 Communication Center - Construction Starting around Hune 2027; New SOC - Construction Starting around March 2027.
7	Part C – Scope of services	Will the Technology Lead be expected to provide subject matter expertise on building systems (ex, access control, security, HVAC) unique to corrections or law enforcement facilities	No. The Technology Lead will coordinate and ensure all technology, including low voltage system, are coordinated and complete to ensure constructability, cost controls, and design efficiency.
8	Part D	Part D – Proposal Response states that the “Proposal Package must be signed in ink”. Are electronic signatures acceptable, given the nature of the electronic submission	Electronic signature is acceptable