



CITY OF MIAMI

ADDENDUM NO. 1

October 10, 2017

REQUEST FOR QUALIFICATIONS NO.: 16-17-057

ARCHITECTURAL SERVICES FOR MISCELLANEOUS PROJECTS

TO: ALL PROSPECTIVE PROPOSERS:

The following changes, additions, clarifications, and/or deletions amend the above-captioned Request for Qualifications, and shall become an integral part of the Proposals submitted, and the Professional Services Agreements to be executed for **Architectural Services for Miscellaneous Projects – Request for Qualifications ("RFQ") No.: 16-17-057** (the "Services"). Please note the contents herein, and affix same to the documents you have on hand.

All attachments (if any) are available on the Office of Capital Improvements' ("OCI") website, and are part of this Addendum.

A. The following includes revisions to the RFQ:

1. Section 3.5, titled "Minimum Qualification Requirements", page 10 and 11 of the RFQ, is hereby deleted in its entirety and replaced with the following to add the language underlined to Item 1:

The City is seeking qualified architecture firms, as stipulated in Florida Statutes Section 287.055, CCNA. Proposers shall have the following minimum qualifications:

- 1) *be licensed, registered, and practicing in the State of Florida for the last five (5) years under its current business name. The City will consider a Proposal from a Proposer, as defined in Section 287.055, Florida Statutes, as responsive, where a Proposer has less than the stipulated minimum five (5) years of experience under its current business name, and where the majority of the Proposer's principals and/or officers have the stipulated minimum of five (5) years of relevant project experience for at least five (5) projects of similar scope and complexity;*
- 2) *have a minimum of five (5) years' of experience providing architectural services, as outlined in Section 2, Scope of Services. The Proposer shall meet the foregoing experience requirement.*
Proposers must have a proven track record of successfully completing architectural projects for governmental, institutional and/or recreational facilities, including but not limited to the following: design phase, permitting phase, assessments, bidding and negotiations phase, construction administration and construction inspections, which shall be submitted as referenced projects; and,
- 3) *have a licensed architect, who shall serve as Project Manager, with a minimum of five (5) years' of experience managing architectural projects as identified in this RFQ.*

Failure to meet the above-stated mandatory minimum requirements will result in the Proposer's

Proposal being rejected as non-responsive. Please see Section 4, Instructions for Submitting a Proposal, for further direction.

Proposers shall provide information on the Proposer's qualifications and experience, including five (5) previously completed architectural projects with a minimum construction budget of \$50,000; qualifications of the Proposer's team, members and staff; and the Project Manager's qualifications and experience, including three (3) previously completed architectural projects. See Section 4 for further direction. Proposals that do not completely adhere to all requirements may be considered non-responsive and disqualified (additional qualifications may be stated in Section 4).

The City may consider a Proposal responsive where a Proposer has less than the stipulated minimum number of years of experience solely where the Proposer has undergone a name change and such change-of-name has been filed with the State of Florida, or where the Proposer was a subsidiary of a larger firm and the Proposer's firm has been merged into the larger firm. Proposers must include documentation substantiating the above stated minimum requirements as part of its Proposal for the City to consider crediting the years of experience from the Proposer under its previous name, if applicable. Failure to include such documentation with the Proposal may result in the Proposal being deemed non-responsive.

~~THIS ADDENDUM IS AN ESSENTIAL PORTION OF THE PROFESSIONAL SERVICES AGREEMENT AND SHALL BE MADE A PART THEREOF.~~



**Annie Perez, CPPO, Director
City of Miami Department of Procurement**