

City of Miami

ADDENDUM No. 3

April 10, 2020

REQUEST FOR QUALIFICATIONS (RFQ) No. 19-20-019

TO: ALL PROSPECTIVE PROPOSERS:

The following changes, additions, clarifications, and/or deletions amend the above-captioned Request for Qualifications (RFQ) and shall become an integral part of the proposal submitted and the Contract to be executed for RFQ No. 19-20-019, "Citywide Program Management Support Services" (the "Project"). Please note the contents herein and affix it 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. MODIFICATIONS/CLARIFICATIONS

The following are revisions to the RFP document.

1. The Proposal Submission Due Date has been extended to **May 13, 2020, by 2:00 p.m. (local time)**.
2. On page 7, please delete second paragraph from the top, and replace with the following text:

"Proposers shall include in their Proposal the requested Sub-Consultant information and all relevant information required of the Proposer."
3. On page 10, please delete the second paragraph in its entirety, and replace with the following text:

"The Successful Proposer(s) will serve as the City's Program Manager/Consultant during any construction phase related to, or stemming from, this Project. This RFQ has been initiated for program management services only. Any construction activity related to, or stemming from, the Project will be performed by firm(s) selected through a separate solicitation process independent from this RFQ."
4. On page 14, please delete Section 3.5(11) in its entirety, and replace with the following text:

"Preferably, have, as of the Proposal Submission Due Date, a proven track record of qualifications and experience necessary in (1) providing a capital structure and leverage program; (2) recommending sources of matching funds; (3) offering program strategy development services; (4) providing support in reviewing proposals and negotiating contracts; and (5) providing process

training and assisting in the preparation of PM/CM policies and procedures.”

5. On page 15, please delete Section 3.6, “Small Business Enterprise (SBE) Participation Requirements” in its entirety.
6. On page 39, please delete Section 6.4, “Certificate of Compliance with Section 18-87 of the City Code” in its entirety.
7. On page 30, please delete Section 5.3, “Five Bonus and SBE Participation” in its entirety.

B. RESPONSES TO REQUESTS FOR INFORMATION (RFIs)

- Q10. Section 3.5.11 states that “a proven track record of qualifications and experience necessary in (1) offering a Local Workforce Development and Training Program...” is preferred. Please confirm if Firms with similar development programs willing to help the City implement a local program will meet this preference or if a local, Miami-based, company for the Local Workforce Development and Training Program is required.
- A10. Please refer to Modification No. 4, above.
- Q25. Team Subcontractors - during the voluntary meeting it was confirmed that a prime can't be a sub on a separate team. Similarly, subcontractors should be maintained exclusive to the prime to avoid the selection of subs that may reside on multiple selected teams that can provide for multiple performance conflicts (assignment knowledge/conflicts in execution, firewall protections for design-construction management, etc.).
- A25. Subconsultants/Subcontractors will be allowed to participate on only one (1) team, and must not respond to this solicitation as a Prime Consultant on any other team.
- Q26. SBE Firm Requirements - concerns were raised that the RFQ can considerably limit the availability of qualified SBE firms for a program of this magnitude necessitating various professional capabilities to provide relevant support services for a specialized service as required by the City. The following are recommendations to enhance competitive selections of qualified team members and avoid restrictive selections:
- 1) Regarding the awarding of the 5 extra points (beyond the maximum 500 points for a perfect submittal equals a possible 505 maximum score) for the required 15% participation to Miami-Dade certified SBE firms, we are requesting clarifications as indications were provided that SBE's must be locally headquartered within the City of Miami to be able to qualify for the 5 extra points. Please confirm that this is understood to have been meant as locally headquartered SBE firms within Miami-Dade County (i.e., not City of Miami) to allow for the inclusion of qualified/experienced firms with local operations and certifications.
 - 2) As the RFQ doesn't provide language requiring locally headquartered SBE firms, please confirm that the intent of the RFQ is to obtain SBE firms with a local business address (within Miami-Dade County and not within the City of Miami boundaries) to allow for SBE firms certified by Miami-Dade County be provided the additional 5 points for having their local headquarters within Miami-Dade County? This request avoids limits on competition along while

providing a local preference.

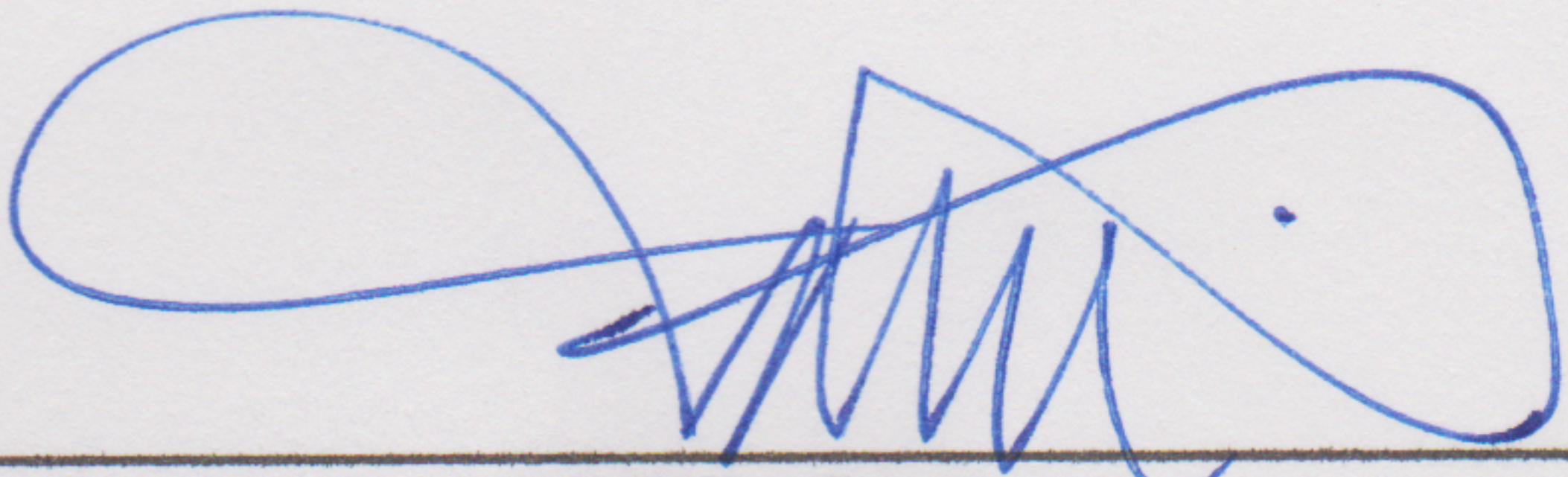
- 3) Please confirm that federal grants are included in this program as such grants restrict the contractual provision of local preferences.
- 4) It is recommended that SBE firms be exclusive to avoid performance conflicts (similar to other team subcontractors) to prevent being on the two selected firms that can result in having conflicts of interest in the execution of the work (assignment knowledge/conflicts in execution, firewall protections for design-construction management, etc.).

A26. Please refer to Modification Nos. 5 through 7, and Response to Q25, above.

Q27. We would like to know if the City is considering switching to an all-electronic submittal, if not, we will take the necessary steps to insure a safe and timely delivery of the proposal to the Clerk's Office.

A27. The proposal submission delivery method has not changed. Considering the ongoing public health emergency, the Clerk's Office has requested to reschedule the submission of responses to any City solicitation for May 2020. Please refer to Modification No. 1, above.

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

for 

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