



City of Miami

PUBLIC NOTICE

RFQ NO. 19-20-019

CITYWIDE PROGRAM MANAGEMENT SUPPORT SERVICES

Completed Proposals must be delivered to the Office of the City Clerk, City Hall, 3500 Pan American Drive, Miami, Florida 33133 by 2:00 p.m., on March 18, 2020 (“Proposal Submission Due Date”). Any Proposals received after the above date and time or delivered to a different address, department, or location will not be considered.

Request for Qualifications (“RFQ”) documents may be obtained on or after **February 12, 2020**, from the City of Miami (“City”), Office of Capital Improvements (“OCI”) webpage at: <http://www.miamigov.com/MiamiCapital/NewBidsandProposals.html>.

It is the sole responsibility of all Proposers to ensure the receipt of all addenda. Therefore, it is recommended that firms periodically check the OCI webpage for updates and the issuance of addenda. The Department of Procurement (“Procurement”) has scheduled a **Voluntary Pre-Proposal Conference**, which will occur on **February 19, 2020, at 3:00 p.m. EST**, at the **Miami Riverside Center, located at 444 SW 2nd Avenue, 6th Floor, Conference Room 602, Miami, FL 33130**. Proposers not attending the Pre-Proposal Conference will not be precluded from submitting a proposal.

The City reserves the right to accept any Proposals deemed to be in the best interest of the City, to waive any minor irregularities, scrivener’s errors, omissions, deviations, and/or technicalities in any Proposals, or to reject any or all Proposals and to re-advertise for new Proposals, in accordance with the applicable sections of the Florida Statutes, the City Charter and Code, and this RFQ. The responsibility for submitting a Proposal before the stated time and date is solely and strictly that of the Proposer. The City is not responsible for any delay, late, misdelivered, or non-delivered Proposals, no matter the cause.

PROPOSERS ARE ADVISED THAT PROPOSALS SUBMITTED WITH IRREGULARITIES, DEFICIENCIES, AND/OR TECHNICALITIES THAT DEVIATE FROM THE MINIMUM QUALIFICATIONS, EXPERIENCE, AND SUBMISSION REQUIREMENTS OF A REQUEST FOR QUALIFICATIONS (“RFQ”), REQUEST FOR PROPOSALS (“RFP”), INVITATION TO BID (“ITB”), INVITATION FOR BIDS (“IFB”), INVITATION TO QUOTE (“ITQ”), REQUESTS FOR LETTERS OF INTEREST (“RFLI”), AND REQUEST FOR SPONSORSHIPS (“RFS”) SHALL RESULT IN A NON-RESPONSIVE DETERMINATION. ANY SOLICITATION ISSUED AFTER MAY 6, 2019 SHALL COMPLY WITH APM 2-19. APM 2-19 IS EXPRESSLY INCORPORATED BY REFERENCE AND MADE A PART OF THIS SOLICITATION AS IF SET FORTH IN FULL. ONLY MINOR IRREGULARITIES, DEFICIENCIES, AND TECHNICALITIES MAY BE ALLOWED TO BE TIMELY CURED BY PROPOSERS AT THE SOLE DISCRETION OF THE CITY. MATERIAL IRREGULARITIES, DEFICIENCIES, AND TECHNICALITIES CANNOT BE CURED BY THE PROPOSER, AND ARE NOT WAIVABLE BY THE CITY.

THIS SOLICITATION IS SUBJECT TO THE “CONE OF SILENCE” IN ACCORDANCE WITH SECTION 18-74 OF THE CITY OF MIAMI CODE.

Emilio T. González, PhD., City Manager