



# City of Miami

## ADDENDUM NO. 2

February 15, 2019

REQUEST FOR QUALIFICATIONS (RFQ) NO. 17-18-061

### PROFESSIONAL DESIGN SERVICES FOR “KEEPING CURRENT: ADAPTIVE REDESIGN FOR JOSE MARTI PARK” PROJECT

#### TO: ALL PROSPECTIVE PROPOSERS:

The following changes, additions, clarifications, and/or deletions amend the above-captioned RFQ, and shall become an integral part of the Proposals submitted, and the Contract to be executed for **Professional Design Services for “Keeping Current: Adaptive Redesign for Jose Marti Park” Project, RFQ No. 17-18-061 (the “Project”)**. 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.**

#### CLARIFICATIONS/MODIFICATIONS:

1. Wherever applicable throughout the RFQ document, Proposers are hereby advised that the Proposal Submission Due Date is now extended to **Wednesday, March 13, 2019 at 2:00 p.m.**
2. On page 15 of the RFQ document, Section 3.5, “Minimum Qualifications and Experience Requirements,” as amended by Addendum No. 1, please delete Subsection 3.5(1) in its entirety, and replace with the following text:  
“1. Have been licensed, registered, and practicing as an architecture firm or a landscape architecture firm for a **minimum of three (3) consecutive years**, authorized to conduct business in the State of Florida under its current business name;”
3. On page 15 of the RFQ document, Section 3.5, “Minimum Qualifications and Experience Requirements,” as amended by Addendum No. 1, please delete Subsection 3.5(3) in its entirety, and replace with the following text:  
“3. Have a team member who is a licensed and practicing architect or landscape architect under Title XXXII, Regulation of Professions and Occupations, Florida Statutes, Chapter 481, “Architecture, Interior Design, and Landscape Architecture,” as applicable to the named professions, who will serve as the **Lead Architect/Urban Planner** for this Project. The proposed professional must demonstrate experience as an architect or landscape architect on public parks and waterfront projects, as described in Section 2.0, “Scope of Services,” for a **minimum of five (5) years** from the Proposal Submittal Date of this RFQ;
4. On page 16 of the RFQ document, Section 3.5, “Minimum Qualifications and Experience Requirements,” please delete Subsection 3.5(4) in its entirety, and replace with the following text:

- “4. Have a team member who is a licensed and practicing architect or landscape architect, as shown on Subsection 3.5(3), or an engineer under Title XXXII, Regulation of Professions and Occupations, Florida Statutes, Chapter 471, “Engineering,” as applicable to the named professions, managing projects as described in this RFQ **for a minimum of five (5) years**, who will serve as the Project Manager for this project;
4. On page 16 of the RFQ document, Section 3.5, “Minimum Qualifications and Experience Requirements,” as amended by Addendum No. 1, please delete Subsection 6 in its entirety, and replace with the following text:
- “6. Have a team member who is a licensed and practicing professional engineer under Title XXXII, Regulation of Professions and Occupations, Florida Statutes, Chapter 471, “Engineering,” as applicable to the named profession, and who has been practicing in the fields of coastal engineering, shoreline stabilization and waterway environmental restoration on a minimum of three (3) completed coastal infrastructure projects in the State of Florida, one (1) of them in Miami-Dade County, within the past **five (5) years**, who shall serve as the **Civil Engineer/Environmental Engineer**; and”
5. In order to clarify the different forms included in the RFQ document to allow potential Proposers to highlight the qualifications and experience of their team members, the following chart is provided:

Team Member/Submittal Component	Qualifications	Experience
Lead Architect/Urban Planner	RFQ-QPC	RFQ-EPC
Project Manager*	RFQ-QKP	RFQ-EPM
Adaptation Specialist*	RFQ-QKP	RFQ-EAS
Civil/Environmental Engineer*	RFQ-QKP	RFQ-CEE
Other required/proposed subconsultants	RFQ-QSC**	RFQ-ESC

(\*) Key Personnel: One (1) single RFQ-QKP form must be submitted listing all three individuals.

(\*\*) Other subconsultants: One (1) RFQ-QSC form must be submitted listing all subconsultants (including Key Personnel not part of the Prime Consultant). Form RFQ-C-1 can be used in lieu of Form RFQ-QSC if needed.

6. Form C-1 has been provided to potential Proposers to identify **all** subconsulting firms (including SBE certified firms) that are part of the Proposer’s team. This form can be used in lieu of Form RFQ-QSC, if needed to include all subconsultants on the team (including Key Personnel if not part of the Prime Consultant firm). Failure to include the completed form(s) with the Proposer’s response may cause the Proposal to be deemed non-responsive.
7. Only clarifications, modifications, and/or responses to Requests for Information issued via addendum by the City of Miami Department of Procurement will be considered to be binding during the solicitation process related to this RFQ. Proposers are advised to address any question, concern, or inquiry to the contracting agent listed in the RFQ document, with a copy to the City Clerk.

**REQUESTS FOR INFORMATION (RFIs):**

- Q1. Can you please clarify the following questions regarding this RFQ response?
- a. Is there a fee budget for phases being considered?
  - b. How much has been budgeted for this project?
  - c. Does this project have current funding in place?

- A1. a. No fee has been established yet. However, the negotiations shall be based on the level of effort and hourly rates for personnel on the project.
- b. The budget for the planning and design phase activities is \$1,000,000. \$940,000 are provided for by the Miami Forever Bond (MFB), inclusive of administrative fees by City of Miami staff, plus \$60,000 from the Van Alen Institute. Once the initial phase is completed, a budget for the construction phase will be determined.
- c. MFB funding is already allocated to the project under Project Number 40-B193803.
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- Q2. In reference to RFQ 17-18-061, I have the following questions:
- a. The RFQ states that form RFQ-ESC must be submitted, but it is not one of the forms for download. Can you please clarify this or make the form available?
- b. Also, the RFQ makes no mention of form RFQ-C-1. Should we still fill this out and include as part of the submittal regardless?
- A2. a. Form RFQ-ESC was inadvertently omitted among the documents made available for distribution to potential Proposers. The missing form has been uploaded since to <http://www.miamigov.com/MiamiCapital/NewBidsandProposals.html>.
- b. Form RFQ-C-1 must be filled out listing all subconsultants utilized by the Proposer.
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- Q3. There are two forms that don't match between the RFQ and the Downloads section on the website: specifically form RFQ-ESC/C1 and RFQ-EKP/RFQ-QKP. Which should we use?
- A3. Forms C-1 and RFQ-ESC are two different, required forms. RFQ-ESC was left out originally but it has been uploaded since. Form RFQ-EKP was listed in Section 4 but never uploaded to the City's website, since the original intent was to require Proposers to use Form RFQ-ESC for all subconsultants. Please use three (3) Forms RFQ-EPM, RFQ-EAS, and RFQ-CEE to reflect the experience by the Project Manager, Adaptation Specialist and Civil/Environmental Engineer, and one (1) single Form RFQ-QKP to reflect their qualifications. Consequently, please use one (1) Form RFQ-ESC to demonstrate the experience of any other subconsultant, and one (1) Form RFQ-QSC to provide their qualifications.
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- Q4. For forms RFQ-DPP and RFQ-TCM is it necessary to keep the header for our additional pages? Also, how many additional pages are we allowed?
- A4. There is no need to keep the header on additional pages for Forms RFQ-DPP and RFQ-TCM. Please make sure those pages clearly relate to each form's cover.
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- Q5. Per Section 3.5 MINIMUM QUALIFICATION AND EXPERIENCE REQUIREMENTS of the RFP, could you please clarify the licensure requirements for Lead Architect/Urban Planner, Project Manager, and Environmental Engineer roles respectively? Would a professional who has been practicing for over 5 years, and/or held licenses in other states, but who has not held a license within the state of Florida for that length of time (5 years) be eligible for consideration for these positions?
- A5. The Lead Architect/Urban Planner must be licensed and practicing as an architect or a landscape architect in the State of Florida. In addition, the Lead Architect/Urban Planner must demonstrate experience as an architect or landscape architect on public parks and waterfront projects, as described in Section 2.0, "Scope of Services," for a **minimum of five (5) years** from the Proposal Submittal Date of this RFQ. The requirements for the Project Manager and the Civil/Environmental Engineer are geared similarly towards experience, which must be a minimum of five (5) years. All three professionals must be licensed in the State of Florida, but it will be acceptable for the proposed professionals to have acquired said experience in Florida or elsewhere.

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- Q6. Would the City consider an experienced professional, licensed in other states outside of Florida for their discipline, and currently in the process of gaining reciprocity for their licensure in Florida, an acceptable candidate for the role of Lead Architect/Urban Planner?
- A6. Please refer to Clarification #3 and response to RFI #5, above. A professional licensed in a state other than Florida would have to gain reciprocity for their licensure in Florida, and demonstrate experience on public parks and waterfront projects, as described in Section 2.0, "Scope of Services," for a minimum of five (5) years from the Proposal Submittal Date of this RFQ. It will be acceptable for the proposed professional to have acquired said experience in Florida or elsewhere.
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- Q7. Is it the City's intention that all leading team members: Lead Architect/Urban Planner, Project Manager, Adaptation Specialist, and Environmental Engineer, should be employees of the same consultant firm? Or can some of these roles as prescribed be fulfilled by members of a subconsultant team?
- A7. It is not required that any of the professional listed above be employees of the same firm, whether the Prime Consultant or a sub-consultant, but it is preferred that the Lead Architect/Urban Planner be employed by the proposing firm.
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- Q8. Is it correct to understand that the Environmental Engineer needs to have completed 3 FIND Grant projects with Miami-Dade County in order to be eligible for this role?
- A8. This requirement has been modified. Please refer to Clarification/Modification #4, above.
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- Q9. We understand from the RFP that we would need to follow the outline of the document precisely as described in 4.1 SUBMISSION REQUIREMENTS: Table of Contents. For Sections: A-3 Qualifications of the Prime Consultant, A-4 Experience of Prime Consultant, A-5 Qualifications of Sub-Consultants/Sub-Contractors, A-6 Experience of Sub-Consultants/Sub-Contractors, A-7 Experience and Qualifications of Project Manager, A-8 Experience and Qualifications of the Adaptation Specialist, and A-9 Experience and Qualifications of the Environmental Engineer, we expect that some project experience we would want to demonstrate in this document would overlap in several of these forms and/or categories of experience. Is it desirable to repeat information reference information and descriptions of projects where proposed project team members have previously worked together? Or would it be acceptable to provide one section of project experience that clearly indicates the team members that worked on each project?
- A9. The available forms have been designed to provide the required information on each and every one of the team members and their key personnel, and the outline of the submittal must be followed as described. Proposers are welcome to provide a summary of projects that shows team members who have worked together previously.
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- Q10. Does the City require original in-ink signatures on all forms submitted or will copies of originals and/or digital signatures suffice?
- A10. Copies of original signatures are acceptable, but digital signatures are not. Notwithstanding, every reference will be verified directly with the Project Owner whose signature is shown, either via email or phone.
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- Q11. In the RFQ document, it specified that the Proposer shall have the following mandatory minimum qualifications and experience as of Proposal submission due date:
1. Have been licensed, registered, and practicing as an architecture firm for a minimum of five (5) consecutive years, authorized to conduct business in the State of Florida under its current business name.

Our firm was established in 2000 in Spain and we have been working on urban and architectural projects worldwide since then. In 2017, after winning an international competition in West Palm Beach, we registered our firm in the State of Florida as Ecosistema Urbano LLC. Can we apply to this RFQ and do we comply with the specified requirement?

A11. Please refer to Clarification/Modification #2, above. A Proposer must have been licensed, registered, and practicing as an architecture firm or a landscape architecture firm for a **minimum of three (3) consecutive years**, authorized to conduct business in the State of Florida under its current business name. Please visit the following link <http://www.miamigov.com/MiamiCapital/NewBidsandProposals.html> to download the sign-in sheet for the Pre-Proposal Conference held on January 30, 2019, in case you would like to contact potential proposers to this RFQ.

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Q12. Does every sub consultant have to submit Form RFQ-ESC, in addition to their corresponding reference form (i.e. RFQ-EPM, RFQ-EAS, and RFQ-CEE)? In other words, does each subconsultant have to include four projects of relevant experience? If not, then I ask, if no other subconsultants besides the Prime, Project Manager, Engineer and Adaptation Specialist, are included on the team, do we need to include RFQ-ESC?

A12. The qualifications for the Project Manager, the Adaptation Specialist, and the Civil/Environmental Engineer must be provided by submitting a single Form RFQ-QKP listing all three key personnel. In addition, three (3) Forms RFQ-EPM, RFQ-EAS, and RFQ-CEE, showing three different projects for each one of the three key personnel must be included. If your team chooses to use additional subconsultants other than the three key personnel listed above, then one (1) RFQ-QSC form plus one (1) RFQ-ESC must be submitted for each additional subconsultant.

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Q13. On page 10, the RFP mentions that "the FDOT properties to the north that could provide opportunities for expansion of the park." Will these areas be a part of the official project scope? And is there an agreement with FDOT for this future expansion?

A13. It is anticipated that the FDOT properties will be contributed to the park. It is not clear yet on how these properties will be conveyed (there is no agreement yet), but yes, they should be part of the project scope.

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Q14. Is the focus on redesigning and rebuilding the full park, or on more strategic interventions mostly at the water's edge?

A14. "Strategic intervention" would be the appropriate approach. There are many existing elements within the park, which will remain in their current state. City staff will attempt to clarify this further by illustrating what is existing to remain.

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Q15. What is the budget for Phase 1 of the project (development of a schematic design and high-level master plan)?

A15. Please refer to response to Q1b, above.

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Q16. What is the budget for the implementation of the design (Phase 2), and has this funding already been assigned to the project?

A16. Please refer to response to Q1b, above.

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Q17. Addendum No. 1, Modification #4, reads as if the Project Manager must be licensed in Florida and have experience as project manager of similar project for five years minimum, but the Florida license is not required to have that same length in time. Please confirm. Same question applies to the professional engineer requirements (Modification #5)

A17. Please refer to responses to RFIs #5 and #6, above.

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Q18. Can the submittal date be extended to due to the addendum changes to allow more time for team composition arrangement?

A18. Please see Clarification/Modification #1, above.

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Q19. On page 11, the RFQ document indicates that "A traffic analysis and parking assessment must also be conducted to evaluate existing traffic conditions, the impacts of future park space, and special event uses." Addendum No. 1, Clarification #10, indicates that "A transportation engineer is not required for purposes of meeting the qualifications of the team set forth in Section 3.5 of the RFQ." These two statements contradict each other. Are you not requesting a transportation engineering but will request a traffic analysis and parking assessment? Please clarify.

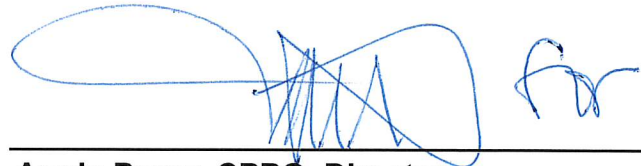
A19. The statements do not contradict themselves. The requirement of a traffic analysis is still in place, but a transportation engineer is not required as part of the key personnel listed in the RFQ document (Lead Architect/Urban Planner, Project Manager, Adaptation Specialist, and Civil/Environmental Engineer).

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Q20. On the Tranche 1 - Miami Forever Bond Project List, Jose Marti Park Flood Mitigation Study and Design has budget number of \$940,000. Can you please clarify what is the anticipated total design project budget and per phase I and II, if possible.

A20. The total cost of the project construction has not been determined yet. It is difficult to define a cost amount on the many unknowns that exist with an adaptation project. No funding has been assigned to the project beyond Phases I and II.

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



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