



City of Miami

ADDENDUM No. 4

August 2, 2019

REQUEST FOR QUALIFICATIONS (RFQ) NO. 17-18-049

CONSTRUCTION ENGINEERING AND INSPECTION SERVICES FOR OVERTOWN GREENWAY AT NW 11TH STREET, FROM NW 7TH AVENUE TO NW 12TH AVENUE - D5 PROJECT B-173648

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 Contract to be executed for **Construction Engineering and Inspection Services for Overtown Greenway at NW 11th Street (from NW 7th Ave to NW 12th Ave) - Project B-173648** (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 Improvement's (OCI) website and are part of this Addendum.

MODIFICATIONS:

1. Wherever applicable throughout the RFQ document, Proposers are hereby advised that the Proposal Submittal Date has been changed to **August 14, 2019**. The time and location for delivery of Proposals remain the same.
2. Section 3.3, "Position Descriptions" of the RFQ Document is hereby deleted in its entirety, and replaced by the following text:

3.3. Position Descriptions

CEI services for this Project will require at least one CEI Project Manager, at least one Senior CEI Construction Inspector, at least one CEI Construction Inspector and at least one CEI Contract Compliance Specialist. Position descriptions are as follows:

a) CEI Project Manager:

The CEI Project Manager shall have a professional engineering degree with at least eight (8) years of experience as a project engineer on roadway construction inspection projects.

The CEI Project Manager must have supervised two or more Senior CEI Construction Inspectors and two or more support staff (e.g., Office Manager, Compliance Officer, and Secretary) and must have been directly responsible for all CEI services required for the submitted reference projects.

The CEI Project Manager shall receive general instructions regarding assignments from the City and is expected to exercise initiative and independent judgment in the solution of work problems. The CEI Project Manager shall direct and assign specific tasks to inspectors and

shall assist in all phases of the construction project. The CEI Project Manager shall be responsible for the progress and final estimates throughout the construction project duration. The CEI Project Manager must have the following as required by the scope of work for the Project:

Qualifications (Mandatory):

- FDOT approved Construction Training Qualification Program (CTQP) Advanced Maintenance of Traffic (MOT);
- FDOT approved CTQP Final Estimates Level II;
- Quality Control (QC) Manager;
- Civil Engineering Degree; and
- A minimum of eight (8) years of experience in the construction of roadway construction inspection projects.

Other Qualifications (Preferred, but Not Required):

- Master's Degree in Engineering may be substituted for one year of experience in the construction of roadway construction inspection projects.
- Professional Engineer (PE) License

b) **Senior CEI Construction Inspector:**

High school graduate or equivalent plus five years of experience in construction inspection. Previous responsibilities must include performing highly complex technical assignments in field surveying and construction layout, checking shop drawings, checking engineering computations, inspecting construction work, conducting field tests, and finalizing punch-lists. Senior CEI Construction Inspectors must be able to coordinate and manage the lower level inspectors. Work is performed under the general supervision of the CEI Project Manager. Must have the following as required by the scope of work of the project:

Qualifications (Mandatory):

- FDOT approved CTQP Concrete Field Inspector Level I;
- FDOT approved CTQP Asphalt Roadway Level II;
- FDOT approved CTQP Earthwork Construction Inspection Level II;
- FDOT approved Intermediate MOT;
- Federal Department of Environmental Protection (FDEP) approved Environmental Technician; and
- FDOT approved CTQP Final Estimates Level I.

Other Qualifications (Preferred, but Not Required):

- Nuclear Radiation Safety

c) **CEI Construction Inspector:**

High school graduate or equivalent plus two (2) years of experience in construction inspection. Previous responsibilities must include inspecting construction work, conducting field tests, and finalizing punch-lists. Must have the following as required by the scope of work of the project:

Qualifications (Mandatory):

- FDOT approved CTQP Concrete Field Inspector Level I
- FDOT approved CTQP Asphalt Roadway Level I
- FDOT approved CTQP Earthwork Construction Inspection Level I
- FDOT approved Intermediate MOT

Other Qualifications (Preferred, but Not Required):

- Nuclear Radiation Safety

d) **CEI Contract Compliance Specialist:**

Graduation from an accredited high school or equivalent with one year of experience as a compliance officer on a construction project or two years of assisting the compliance officer in monitoring the project. Must be able to provide Construction Contract administration and compliance reporting. Must have prior experience compliance monitoring of Local, State and Federal Aid funded construction projects. Must have particular knowledge of the City of Miami's Procurement Code, particularly the City of Miami's Procurement Code: Section 18-120, Responsible Wage Construction Contracts, and Section 18-89, Contracts for Public Works or Improvements. Must have knowledge of the United States Department of Labor Wage and Hour Division, including specific knowledge of provisions of Davis-Bacon Act and the Fair Labor Standards Act. Must be knowledgeable of EEO/AA laws and Miami Dade County Community Small Business Enterprise (CSBE) requirements. Must have the ability to analyze, collect, evaluate data, and take appropriate action when necessary. Must attend all training workshops or meetings for Compliance Specialists as determined necessary.

3. The bulleted paragraphs in Section 4.5, "Minimum Qualification Requirements" of the RFQ Document are hereby deleted in their entirety, and replaced by the following text:

- Firms responding to this RFQ must have been prequalified by FDOT to provide the required CEI services and must have been licensed, registered and practicing as an engineering firm for at least the last five (5) years under its current business name. The firm must have completed at least three (3) construction engineering and inspection projects for governmental or institutional clients within the last five (5) years. Respondents must have a proven track record of successfully completing projects. Failure to meet the above-stated requirements will result in the Respondent's Proposal being rejected as nonresponsive.
- Respondents must utilize Form RFQ-EPC for the above-required reference projects and the forms must be signed by the Owner of the project. Failure to submit the reference forms may result in the Proposal being deemed non-responsive.
- In addition, Proposers must have at least one staff or team member who has a civil engineering degree, Professional Engineer preferred but not required, with at least eight (8) years of experience in the construction of roadway construction inspection projects, and who shall serve as Project Manager for this Project.

4. Section 5.1(B), "Proposal Submission Format," sub-section C, of the RFQ Document is hereby deleted in its entirety, and replaced by the following text:

Section C

For all positions proposed, please submit the supporting forms and information requested below:

1. RFQ-QPM—Qualifications of CEI Project Manager
2. RFQ-EPM—Experience of CEI Project Manager
3. Resume of CEI Project Manager
4. Official Certificates/Letters confirming Qualifications (Mandatory) and Other Qualifications (Preferred, but Not Required)
5. RFQ-QSCI—Qualifications of Senior CEI Construction Inspector
6. RFQ-ESCI—Experience of Senior CEI Construction Inspector
7. Resume of Senior CEI Construction Inspector

8. Official Certificates/Letters confirming Qualifications (Mandatory) and Other Qualifications (Preferred, but Not Required)
9. RFQ-QCI-Qualifications of CEI Construction Inspector
10. RFQ-ECI-Experience of CEI Construction Inspector
11. Resume of CEI Construction Inspector
12. Official Certificates/Letters confirming Qualifications (Mandatory) and Other Qualifications (Preferred, but Not Required)
13. RFQ-QCCS– Qualifications of CEI Contract Compliance Specialist
14. RFQ-ECCS– Experience of CEI Contract Compliance Specialist
15. Resume of CEI Contract Compliance Specialist

REQUESTS FOR INFORMATION:

Q1. Do you have the final plans? If yes, can you please provide the final plans?

A1: The plans for the construction phase of the Project are not yet available.

Q2. What is the estimated start date of the project?

A2: In accordance with the schedule on page 27 of the RFQ Document, the anticipated start date for the construction project is during the fourth quarter of 2019.

Q3. What is the estimated CEI consultant fees?

A3: The City shall seek an estimate of the CEI consultant fees from the firm awarded the agreement pursuant to this RFQ. Please note, however, in response to this RFQ, Proposers shall not submit or include any proposed fees or cost information in their proposal.

Q4. Does the City have a preliminary construction duration for the project?

A4: The City's current estimated time for completion of the construction project is three hundred and ninety-five (395) calendar days

Q5: Per Section 3.3.1, "The CEI Project Manager shall have a civil engineering degree with at least ten (10) years of experience in the construction of major road or bridge structures," yet under Mandatory Qualifications it states that "Either a Civil Engineering Degree or at least 10 years of construction and contract management experience". Please clarify if the requirement is a civil engineering degree and/or 10 years of experience.

A5: Please see item A.1., above, for the revised Qualifications for the CEI Project Manager.

Q6: Under Section 3.3, please clarify if the items listed under Other/Certifications for the various Key Personnel are required or preferred?

A6: Please see items A.1. through A.4, above, for the revised Qualifications for the required staff positions.

Q7. Staffing requirements as listed under Section 3.3 include:

- a) CTQP Asphalt Roadway Levels I & II, please clarify if this is equivalent to the CTQP Asphalt Paving or Plant Technician Levels I & II.
- b) CTQP Concrete Field Inspector Level I, please clarify if this is equivalent to CTQP Concrete Field Technician Level I.
- c) Advanced/Intermediate American Traffic Safety Services Association (ATSSA) MOT Certification, please clarify if this is equivalent to FDOT Advanced/Intermediate Maintenance of Traffic (MOT)

d) Federal Department of Environmental Protection (FDEP) Environmental Technician, please clarify if this is equivalent to the FDEP Stormwater Inspector, Erosion, and Sedimentation Control Inspector Certification.

A7: Please see items A.1. through A.4, above, for the revised Qualifications for the required staff positions.

Q8. Per Section 5.1, "City forms shall not be expanded or altered," as well as "all pages of the Proposal must be consecutively numbered." How should we number the forms without altering them?

A8: The prohibition against expanding or altering the required RFQ forms does not include consecutively numbering all pages of the proposal as required by the Table of Contents

Q9. Per Section 5.1, "Hard cover binders shall not be used in the submission of the Proposal." Do you wish for the hard-copy proposal to be submitted as a bound or an unbound copy?

A9: The required original hard copy of the proposal shall be bound.

Q10. Per Section 6.A.8., "If required, the Committee shall determine which of the respective proposers has the most experience to resolve any tie scores." Please define how most experience will be measured.

A10: In order to resolve any tie scores, the Committee shall compare the combined number of years of experience of the CEI Project Manager and Senior CEI Construction Inspector of the respective tied Proposers to determine which proposer has the most experience.

Q11. On Form RFQ-QPC, under "Type and number of projects completed in the past 5 years," are we expected to list all of the project names, or only those completed for City of Miami?

A11: Form RFQ-QPC, under "Type and number of projects completed in the past 5 years:" requires specifying the number of the various project types completed in the past 5 years whether or not for the City of Miami. Form RFQ-QPC does not require a listing of names of completed projects.

Q12. Are we to complete the required Bid Opportunity List on Form 375-040-62 as found under the Section 9.0 Forms, or through the Equal Opportunity Compliance system as directed within Section 7.2?

A12: Both are required. Proposers shall complete FDOT Form #375-040-62 with respect to all subconsultants that contacted the Proposer and expressed an interest in teaming with the Proposer on this FDOT-assisted project and include such Form #375-040-62 in the response. Additionally, Proposers shall complete the Bidders Opportunity List through the Equal Opportunity Compliance system within three (3) business days of submission of the proposal for ALL Subconsultants who quote to you for specific services for this solicitation.

Q13. Is there a required DBE participation percentage for this project?

A13: Disadvantage Business Enterprise participation is encouraged, but not required. As stated in Section 7.1 Disadvantage Business Enterprise (DBE) Reporting of the RFQ Document, FDOT currently has a race neutral program with a statewide 10.65% goal as certified under the Florida Unified Certification Program.

Q14. The form for the Qualifications of CEI Construction Inspector - RFQ-QCI was not provided on the City's website. The form that was uploaded (twice) was the form for Experience of the CEI Construction Inspector form – RFQ-ECCS instead of the RFQ-QCI form.

A14. Form RFQ-QCI is attached hereto as Exhibit 1.

Attachments:

Exhibit 1 - Form RFQ-QCI, Qualifications of CEI Construction Inspector

Exhibit 2 - Revised Form RFQ-EPM, Experience of the CEI Project Manager

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



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