



*City of Miami*

**ADDENDUM No. 2**

May 14, 2018

**REQUEST FOR QUALIFICATIONS No.: 17-18-026**

**CIVIL ENGINEERING SERVICES FOR WEST GROVE ROADWAY  
IMPROVEMENTS**

**OFFICE OF CAPITAL IMPROVEMENTS PROJECT No.: B-183610**

**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 **Civil Engineering Services for West Grove Roadway Improvements – RFQ No.: 17-18-026** (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.**

**A. Requests for Information – Since Issuance of RFQ No. 17-18-026:**

**Q1.** Section A – Item 4. Qualifications of the Prime Consultant (pages 17 - 18) states, “Prime Consultant must disclose, in detail, any and all judgments, suits, claims, arbitrations, and back charges asserted or awarded against the Prime Consultant or any proposed Sub-Consultant in the past seven (7) years where the threshold exceeded one hundred thousand dollars (\$100,000).” The provided form does not have an allocated space for this information. Can we include our list of litigation behind the form or as an attachment?

**A1. Yes.**

**Q2.** Section C – Item 11. Design Philosophy and Process, and Item 12. Technical Capabilities and Methodology (Page 19). Can we use more than one (1) page to complete these sections?

**A2. Yes.**

**Q3.** If a firm is selected for the Civil Engineering Services for Miscellaneous Projects (RFQ 16-17-063), can that firm also submit a response to this solicitation?

**A3. Yes.**

- Q4.** Is it possible for the Project Manager and Lead Engineer to be the same employee?  
**A4. No. Due to the size of the project, it is important to have two (2) separate positions with specific tasks to manage this project.**
- Q5.** Is Florida Department of Transportation (FDOT) certification required for this contract?  
**A5. FDOT certification is not required but preferred.**
- Q6.** Is the form "Experience & Qualification Sub-Consultant / Reference – RFQ-EQSC" – Roadway reconfiguration project(s) within the past three (3) years also a requirement for our Public Involvement consultant team member?  
**A6. Yes.**
- Q7.** Is this a Local Agency Program (LAP) project?  
**A7. No.**
- Q8.** On the forms: RFQ-EQPC, RFQ-EQSC, RFQ-EQPM, and RFQ-EQLAE, do the projects have to be construction completed or can they be design completed?  
**A8. Yes, the projects can be design completed.**
- Q9.** Are we able to use City of Miami employees to fill out the reference forms?  
**A9. Yes.**
- Q10.** Would the City consider allowing an ongoing project to be used to satisfy the minimum requirement for the project experience of the firm?  
**A10. No.**
- Q11.** Would the City consider allowing personal experience of a principal to be used to satisfy the minimum requirement for the project experience of the firm?  
**A11. No.**
- Q12.** Is the form RFQ-QSC specifically for the Sub-Consultants key personnel and/or firm?  
**A12. The form RFQ-QSC has been updated to include a second page where all key personnel for the Prime Consultants and Sub-Consultants shall be listed.**
- Q13.** Should the key personnel of the Prime Consultant and Sub-Consultants be listed on form RFQ-QSC?  
**A13. Yes.**
- Q14.** Can more than one (1) RFQ-QSC form be submitted if space is needed?  
**A14. Yes.**
- Q15.** What type of Sub-Consultant needs to provide a reference (i.e. surveying, geotechnical, landscaping, public involvement, civil engineering)?  
**A15. All Sub-Consultant's need to submit a reference.**

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



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