



CITY OF MIAMI

ADDENDUM NO. 1

January 4, 2018

REQUEST FOR QUALIFICATIONS NO.: 16-17-063

CIVIL ENGINEERING SERVICES FOR MISCELLANEOUS PROJECTS

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 Professional Services Agreements to be executed for **Civil Engineering Services for Miscellaneous Projects – Request for Qualifications ("RFQ") No.: 16-17-063** (the "Services"). 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. The following document is attached hereto and hereby incorporated into and made a part of this RFQ. Form RFQ-QP - Qualifications of Proposer is hereby deleted in its entirety and replaced with the following:

1. Revised Form RFQ-QP - Qualifications of Proposer

B. The following are the inquiries received and the corresponding responses:

Q1. Please advise if Proposers are allowed to request references on City of Miami projects?

A1. Yes, Proposers may request references from City of Miami staff.

Q2. Will the City please clarify if an FDOT certification letter is required as a part of the submittal? It is listed as "If applicable" in the RFQ on page 19, but it was mentioned in the meeting to submit with Section E with our responses.

A2. Florida Department of Transportation (FDOT) certification is not a requirement. However, please submit the FDOT Notice of Qualifications certification letter if your firm maintains the qualification by FDOT.

Q3. The RFQ Reference forms (RFQ-PP-R, RFQ-PM-R) require that the form be filled out and signed by the Client. Neither the FDOT nor Miami-Dade County are allowed to provide references to firms or individuals. FDOT does make their grades available. These grades cover the following topics: quality, schedule and management. Please confirm if providing the Client's grade for a specific project, in lieu of a signed form, is acceptable.

A3. Yes, reporting available from the project owner (Miami-Dade County and FDOT), including grades, is acceptable. However, any reporting submitted must originate from the project owner.

Q4. a) On page 18, item number four (Qualifications of the Proposer) it states "Proposer must disclose, in detail, any and all judgments, suits, claims, arbitrations and back charges

asserted or awarded against the Proposer or any proposed Subconsultant in the past seven (7) years where the threshold exceeded \$100,000. Proposers which do not contain such documentation may be deemed non-responsive.” On the actual form RFQ-QP it states the litigation time frame as 5 years. Which one is correct, 5 years or 7 years?

b) Also if there was no dollar amount or if it was less than \$100,000 then we do not need to include any litigation information, correct?

A4. a) Proposers must disclose, in detail, any and all judgments, suits, claims, arbitrations and back charges asserted or awarded against the Proposer or any proposed Subconsultant in the past seven (7) years where the threshold exceeded \$100,000. Please refer to Section A, Item 1, for further clarification.

b) Judgments, suits, claims, arbitrations and back charges asserted or awarded against the Proposer or any proposed Subconsultant with threshold's less than \$100,000 shall not be disclosed in the proposal.

Q5. Can you please clarify if any prequalification is required for any specific FDOT work groups? If so, please elaborate.

A5. No, there is no prequalification required for any specific FDOT work group.

Q6. Does the contract have the potential to require consultant in-house support?

A6. No, Successful Proposers will not be utilized for in-house support.

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



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



Request for Qualifications Qualifications of Proposer

Instructions

This form is to be completed and submitted in accordance with the requirements of the RFQ to which your firm is responding. Do not leave any blanks or fail to provide any information or details that are required. Failure to submit this form or the use of any other form will result in the rejection of a Response as non-responsive. The failure to provide the information or details required by the form may result in the rejection of a Response as non-responsive.

RFQ Solicitation No.: _____ RFQ Title: _____

Name of Proposer: _____

Primary Types of Services (residential, residential high-rise, mixed use, offices, park facilities, gov't offices, etc.):

Type of Firm: Corporation LLC Partnership Sole Proprietor Joint Venture Other

Certified Small or Minority Owned Business: Yes No Issued by (name): _____

Type of Ownership Certification(s): _____

Is this the Proposer's main office? Yes No If No, main office location: _____

Will Proposer rely on any other branch or subsidiary office to perform the work? Yes No

If yes, location of these offices: _____

Number of years in business under current name: _____. If firm has undergone a name change in the past 5 years, provide prior name and number of years in business under this name (not a result of a sale of the firm):

Type and number of projects completed in the past 5 years:

Design-Bid Build: _____ Design/Build: _____ CM@Risk: _____ N/A

Private Sector: _____ Federal Gov't: _____ State/County/Municipal: _____

City of Miami: _____ Name of Projects: _____

Residential/Residential High-rise: _____ Office: _____ Mixed Use: _____

Retail: _____ LEED or Green Globe Certified Projects: _____

Other (specify):

Number of Employees: _____. Licensed Architects: _____. Licensed Engineers _____.
LEED-AP Professionals _____. Licensed General Contractors _____. Licensed Surveyors _____.
CTQP Licensed Inspectors _____. Other (list) _____.

List, explain and provide the status of all claims, lawsuits, and judgments pending or settled within the last 7 years (Please add additional pages if necessary):

Brief History of the Firm (Please provide a brief history of the Proposer's Firm):

