



## CITY OF MIAMI

### ADDENDUM NO. 1

May 11, 2017

REQUEST FOR QUALIFICATIONS NO.: 16-17-003

## Urban Planning, Landscape Architecture, and Engineering Services for a Flex Park at Virginia Key

### 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 Agreement to be executed for **Urban Planning, Landscape Architecture, and Engineering Services for a Flex Park at Virginia Key - Request for Qualifications ("RFQ") No.: 16-17-003** (the "**Services**"). Please note the contents herein, and affix same to the documents you have on hand.

- A. The Public Notice, page 2, 3<sup>rd</sup> paragraph, as well as, Section 1.2, titled Voluntary Pre-Proposal Conference, page 3, of the RFQ, are hereby amended to clarify the Pre-Proposal Conference and Site Visit, as follows:

"The Voluntary Pre-Proposal Conference will be held on **Tuesday, May 16, 2017, at the City of Miami Rowing Center, 3601 Rickenbacker Causeway, 2<sup>nd</sup> Floor Meeting Hall, Miami, FL 33149**. The Pre-Proposal Conference will start promptly at 10am (local time). There is a free-of-charge parking lot at the Miami Rowing Center, available to attendees."

"Immediately following the Pre-Proposal Conference meeting, **a voluntary Site Visit of the flexible park space, adjacent to the Miami Marine Stadium, on Virginia Key, will be conducted**, at the following address:

**Flexible Park Space  
3501 Rickenbacker Causeway  
Miami, FL 33149**

Attendees are responsible for getting to and from the Flexible Park Space Site Visit, which is approximately one (1) block within walking distance from the Pre-Proposal Conference at the Miami Rowing Center, as the City will **not** be providing transportation.

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

Q1. Is this RFQ completely separate from the RFP for Virginia Key Marina?

**A1.** Yes, this RFQ No. 16-17-003 is separate from RFP No. 16-17-011.

RFQ No. 16-17-003 for Urban Planning, Landscape Architecture, and Engineering Services for a Flex Park at Virginia Key was issued in accordance with Section 287.055 of the Florida Statutes, Consultants' Competitive Negotiations Act (CCNA) for professional consultant design and engineering services, and Chapter 18, Article III, Procurement Ordinance. RFP No. 16-17-011 for the Development and Lease for a Marina, Restaurant and Ships Store Uses at Virginia Key was issued in accordance with Chapter 18, Article V, Sale or Lease of City's Real Property.

Q2. Is R.J. Heisenbottle precluded from submitting a response to this RFQ since we are contracted with the City for the Marine Stadium Restoration project?

**A2. No.** All professional consulting firms interested in performing a full range of urban design, landscape architecture and engineering design services, and which wholly meet the Minimum Qualification Requirements itemized in Section 3.5 of the RFQ, are encouraged to submit their qualifications Proposal.

Q3. a) Will there be a call-in or webinar option so our firm may participate in the Pre-Proposal Conference, remotely? b) Additionally, will we be able to access/download presentation materials, attendance lists, and Q&A transcripts following the meeting?

**A3a. No.** There are no available webinar and telephone conferencing capabilities, at this time. However, such meeting deliberations will be audio recorded and available through a public records request, addressed to the City's Contact, Maria Carballeira.

**A3b. Yes.** Materials distributed at meeting, if any, as well as the sign-in sheets will be posted on the City of Miami's Office of Capital Improvements' (OCI) webpage: <http://www.miamigov.com/CITP/ProcurementOpp.html>

Addendum No. 2, addressing questions posed at the Pre-Proposal Conference, will also be posted on aforementioned site.

**C.** Amend Section 4, titled *"Instruction for Submitting a Proposal"*, Section 4.1 A.A. of the RFQ, as follows:

**1. Item No. 4, Proposer's Qualifications (page 18), 4<sup>th</sup> bullet point, shall be corrected to delete the stricken language/forms:**

- ~~Submit the Proposer's Standard Form (SF) 254 (linked attachment to RFQ) and Provide any other~~ documentation which demonstrates their ability to satisfy all of the minimum qualifications requirements. Submittals which do not contain such documentation may be deemed non-responsive.

2. Item No. 6, Proposer's Team Qualifications and Experience (page 19), 1<sup>st</sup> bullet point, shall be deleted in its entirety.

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  
Department of Procurement