



City of Miami

ADDENDUM No. 2

February 28, 2020

REQUEST FOR QUALIFICATIONS No. 19-20-004

PROFESSIONAL DESIGN SERVICES FOR MIAMI POLICE DEPARTMENT HEADQUARTERS FORTIFICATION - D5

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 **Professional Design Services For Miami Police Department Headquarters Fortification - D5, RFQ No. 19-20-004** (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 Improvements (OCI) website and are part of this Addendum.

A. MODIFICATIONS:

1. Wherever applicable throughout the RFQ document, Proposers are hereby advised that the Proposal Submission Due Date has been changed to **March 9, 2020, by 2:00 p.m.** (local time). The location for delivery of Proposals remains the same.

B. REQUESTS FOR INFORMATION:

- Q1.** Can the City please share the "Homeland Security's Vulnerability Assessment Report," which is referenced in the RFQ?
A1. The Homeland Security's Vulnerability Assessment Report (also called the Department of Homeland Security Report for Miami Police Department Fortification) was made available through Addendum 1.

- Q2.** Please clarify the elements of "fortification" that will be made part of the program scope of work for this project. Defense against threat can be far ranging and can run the gamut from terrorist and cyber-attacks, to hurricane force winds and sea level rise.
A2. The primary focus of this Project shall be the prevention of terrorist attacks to the Miami Police Department headquarters facility. Accordingly, the Project shall include the review, assessment, and possible modification of the various access points to the facility. The Project shall also include the review, assessment, and possible modification of the security check points, security cameras, and blast glass debris mitigation, among other things.

- Q3.** In Section 4.2 Proposal Submission Format (pg. 24), Table of Contents, Section A, Items #10, 11, 12, 13, and 14 all require the use of form RFQ-QSC. However, Form RFQ-QSC just lists the name, office location and other basic information for a



Proposer's sub-consultants/sub-contractors. Where do proposers show the experience of the Civil / Structural/ MEP / Landscape / CADD / Cost Estimator?

A3. Please refer to RFQ Section 4.1, "Submission Requirements," Sub-Sections A.10 through A.14, which specifies that a detailed resume describing, among other things, the experience, prior projects, and contact information of individuals attesting to the services rendered shall be submitted. Please note, the requirement to provide a detailed resume shall apply to each Sub-Consultant/Sub-Contractor identified on the submitted Form(s) RFQ-QKP and RFQ-QSC.

Q4. While responding to RFQ 17-18-002 for design services of a new police headquarters (before it was cancelled), we had several of our clients fill out a form similar to forms RFQ-EPC, RFQ-EPM, and RFQ-ELAE. Since this is a very similar project type, may we submit those previously completed forms in our proposal, in lieu of the requested forms RFQ-EPC, RFQ-EPM, and RFQ-ELAE?

A4. No. Please refer to RFQ Section 1.14, which states that "This RFQ requires the use and submission of specific City forms. In addition, the RFQ requires the submission of additional documents and information. Failure to use the City forms will result in the Proposal being deemed non-responsive, and the Proposal will not be further considered for award. Modification of, retyping, or any alterations to, the City forms may also result in the Proposal being deemed non-responsive."

Q5. How extensive will the fortification be? Is it desired for the entire facility to be fortified or just the lobby and exterior security?

A5. Please refer to response to Question 2, above.

Q6. The RFQ requests proposals from experienced and qualified architects and/or engineers as the prime consultant. Can a civil engineer submit a proposal as the prime consultant?

A6. Yes. The RFQ purposely does not specify any architectural or engineering discipline required for the Proposer/Prime Consultant. However, the architect or engineer that submits a proposal as the Proposer/Prime Consultant must satisfy all the stated minimum qualifications and experience requirements.

Q7. On page 26 of the RFQ, it is stated that "Proposer must clearly identify any Subconsultant proposed to be used, and provide for the Subconsultant the same information required of the Proposer."

Must proposers submit a proposal cover letter, proposal narrative, qualifications of the proposer, technical capabilities, forms (letters of agreement, certificate of compliance, business tax receipt, etc.) for each sub-consultant/sub-contractor.

A7. No. Please refer to RFQ Section 4.1, "Submission Requirements," Sub-Sections A.6. through A.14. for the specific documents that must be submitted for each Sub-consultant/Sub-Contractor.

Q8. Questions regarding Form RFQ-PCL:

- a. Proposer: Does this refer to the name of the firm?
- b. Name: Again, does this refer to the name of the firm or, to the name of the president of the firm?



A8. For both 8.a. and 8.b., Proposers shall provide the legal name of the Proposer/Prime Consultant, whether a fictitious entity or an individual.

Q9. Questions regarding Form RFQ-EPC:

- a. Name(s) and Role(s) of Proposer working on this Reference Project:
Does this question refer to the name of the firm?
- b. Proposer's Company Name: Again, does this question refer to the name of the firm?
- c. Proposer's title/position: Title and position of who? The president of the firm?
- d. Please confirm that this form does not require the signature of the client.

A9. Proposers shall provide the following information for each of the respective items requested in Q9, above:

- a. Name of the individual who actually performed the services described;
 - b. Name of the firm that said individual worked for while performing the services described;
 - c. Name and title of the individual while performing the services described;
 - d. Confirmed. This form does not require the signature of the client or owner of the referenced fortification project. However, each Form RFQ-EPC must include the signature of the Proposer/Prime Consultant to certify the accuracy of the information provided.
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Q10. Form RFQ-QKP - Qualifications of the Key Personnel: Lead Architect/Engineer and Project Manager requests that proposers "list previous historical facility restoration/preservation projects." Should we list police fortification projects or historical restoration projects?

A10. The Revised Form RFQ-QKP - Qualifications of the Key Personnel: Lead Architect/Engineer and Project Manager is attached hereto as Additional Project Information - Exhibit 1. Proposers must use the Revised Form RFQ-QKP - Qualifications of the Key Personnel in their response to this RFQ.

Q11. RFQ Section 4.1, Sub-Sections A.10. through A.14. require the submission of form RFQ-QSC. Shall proposers complete a separate form RFQ-QSC for each of the identified sub-consultants/sub-contractors or just one form RFQ-QSC that lists all sub-consultants/sub-contractors?

A11. Proposers may submit one (1) Form RFQ-QSC to identify all Sub-Consultants/Sub-Contractors intended to provide services for the Project as a member of the Proposer's/Prime Consultant's team. However, the requirement of a detailed resume describing, among other things, the experience, prior projects and contact information for the owners of the prior projects shall apply to each Sub-Consultant/Sub-Contractor listed on the submitted Form(s) RFQ-QSC.

Q12. Our Civil and MEP engineers, CADD technician and Cost Estimator are employees of the prime (in house). Should we add them in the form RFQ-QSC? Should we use any other form for them?

A12. Proposer may use Form RFQ-QSC to list their own personnel, even though they are not sub-consultants. Please refer to Section 4, "Instructions for Submitting a Proposal"



for details as to what forms must be used to list all personnel included on a Proposer's team.

Q13. Should the form RFQ-QSC be completed with the information of the sub-consultant/sub-contractor firms (company info) or with the individuals (personnel) of the sub-consultant/sub-contractor firms?

A13. Except for the Proposer/Prime Consultant, which may be a firm or an individual, all of the Key Personnel and Sub-Consultants/Sub-Contractors on the team shall be specifically identified individual professionals that meet the minimum qualifications and experience requirements stated for the respective team roles/positions that they will perform.

ADDITIONAL PROJECT INFORMATION:

Exhibit 1. Revised Form RFQ-QKP - Qualifications of the Key Personnel: Lead Architect/Engineer and 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**