



CITY OF MIAMI

ADDENDUM NO. 1

August 3, 2017

REQUEST FOR QUALIFICATIONS NO.: 16-17-027

MISCELLANEOUS SURVEYING AND MAPPING SERVICES

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 Miscellaneous Surveying and Mapping Services – **Request for Qualifications ("RFQ") No.: 16-17-027** (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 includes revisions to the RFQ's documents and forms.

1. Form RFQ-PM, Qualifications of Proposed Project Manager, is hereby revised and replaced with the following, to remove the stricken words. The revised Form RFQ-PM is attached hereto and hereby incorporated into and made a part this RFQ and the Professional Services Agreements to be awarded.

Proposer shall provide the following information for at least three (3) completed projects where the individual identified in the Proposer's Proposal served as the Project Manager, as defined in the RFQ, for the stated projects. Each project submitted should be of equal or greater scope, size, and complexity. Provide all required information and submit this Form for each project, as required by the RFQ. Failure to submit a complete Form for each project may result in the Response being rejected as non-responsive. A Reference Form RFQ-PM-R, must be submitted for each Form RFQ-PM that is provided.

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

- Q1.** Form RFQ-PM, Qualifications of Proposed Project Manager, states to provide at least three (3) completed projects, including a reference, but the Request for Qualifications states five (5) completed projects. What is the correct amount?
- A1.** In accordance with Section 3.6, Minimum Qualification Requirements and Section 4.1, Submission Requirements, five (5) completed surveying and mapping reference projects must be submitted for the Project Manager.

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- Q2.** Can the City of Miami be used as a reference?

A2. Yes, City of Miami staff are allowed to execute the required reference form.

Q3. Can the same references for the Project Manager and the Proposer be submitted?

A3. Yes, the same projects and references can be submitted, however, separate forms must be completed for the Proposer and Project Manager.


Q4. Page 20 of the RFQ states that Subconsultants must provide the same information required of the Proposer. Does this mean that Subconsultants must complete all the forms provided from Section A to Section E?

A4. No, this is not in reference to Section 4.1.A, Content of Qualification Statement, Section A through Section E. Subconsultants however must submit proof of professional licensure and the various forms and documentation required for the Community Business Enterprise (CBE) Requirement when applicable. Please see Section 1.12, Subconsultant(s)/Subcontractors(s) and Section 3.6, Community Business Enterprise (CBE) Participation Requirements - Mandatory, for additional details.

Q5. Please advise if Item 6 under Section E – Notice of Qualifications (FDOT) refers to the annual FDOT Pre-qualification Letter.

A5. Yes, Section E refers to the Florida Department of Transportation (FDOT) Prequalified Consultants letter, which includes approved types/groups of work classifications and accepted compensation rates.

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 Proposed Project Manager

Instructions (Please utilize the attached additional page, as necessary)

Proposer shall provide the following information for completed projects where the individual identified in the Proposer's Proposal served as the Project Manager, as defined in the RFQ, for the stated projects. Each project submitted should be of equal or greater scope, size, and complexity. Provide all required information and submit this Form for each project, as required by the RFQ. Failure to submit a complete Form for each project may result in the Response being rejected as non-responsive. A Reference Form RFQ-PM-R, must be submitted for each Form RFQ-PM that is provided.

RFQ Solicitation No.: _____ RFQ Title: _____

Name of Proposer: _____ Name of Proposed Project Manager: _____

Name of Project: _____

Address of Project: _____

Name of Project Owner: _____ Project Owner Contact Name: _____

Project Owner Contact Telephone No.: _____ Project Owner Contact E-mail address: _____

Brief Scope of Project (additional space provided): _____

Value of Design Fees (if applicable): Awarded: _____ Actual: _____ N/A

Basis for Difference in Value: _____

Value of Construction (if applicable): Awarded: _____ Actual: _____ N/A

Basis for Difference in Value: _____

Project Completion (no. of calendar days): Projected: _____ Actual: _____ N/A

Type of Project: Design-Bid-Build Design/Build CM@Risk Other (specify): _____

LEED or Green Globe Certified Project: Yes No If yes, level of Certification: _____

Was work performed as an employee of the Proposer? Yes No

By: _____ Signature of Authorized Officer _____ Date _____

_____ Printed Name _____ Title _____

Request for Qualifications
Qualifications of Proposed Project Manager

Please utilize the space below, as necessary.