



City of Miami

ADDENDUM NO. 4

July 12, 2017

**REQUEST FOR QUALIFICATIONS (RFQ) NO.: 16-17-044
WYNWOOD WOONERF STREETScape AND TREE SCape MASTER PLAN**

TO: ALL PROSPECTIVE BIDDERS:

The following changes, additions, clarifications, and/or deletions amend the above-captioned Request for Proposals and shall become an integral part of the Proposals submitted and the Wynwood Streetscape and Street Tree Master Plan – Request for Proposals No.: 15-16-044 (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' website and are part of this Addendum.

- A. The proposal submission due date is being extended to **Tuesday, August 8, 2017 at 3:00 PM.**
- B. Section 4.1. Submission Requirements, Subsection A, titled Content of Qualifications Statement, Section E, item 6, Notice of Qualifications (FDOT), is being deleted in its entirety.

~~6. _____ Notice of Qualifications (FDOT)~~

- C. **Attention Proposers:** When completing the Qualifications Forms (e.g. RFQ-P and RFQ-R for Planner) please pay attention to the requested information that needs to be completed by the Proposer. Name of Proposer: Fill in **NAME OF PROPOSER**; Name of Proposed Planner: Fill in Name of the **INDIVIDUAL** who will be the proposed Planner and not the Firm's name.

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

- Q1.** On Page 33 of the RFP it states that Forms RFQ-EE and RFQ-EE-R should be utilized for each and every engineer identified as being on Proposer's Team (traffic, mechanical, structural, civil, plumbing, electrical and marine structural personnel). Can you please confirm the correct list of engineers this form is required for the listing in parenthesis states marine as one of them and I don't believe there is any marine engineering as part of this scope?
- A1.** Forms RFQ-EE and RFQ-EE-R should be utilized for each and every engineer identified as being on Proposer's Team (traffic and civil-personnel). The references to "mechanical, structural, plumbing, and electrical marine structural are being deleted. **Only traffic and civic should apply.**
- Q2.** Can we use reference forms and/or letters for our project experience and project managers references previously received from clients as long as they have valid contact information?

A2. Proposer shall use the applicable reference forms provided to provide references.

Q4. We had a question regarding one of the items listed on Section E. It calls for Notice of Qualifications (FDOT) – Does the PRIME proposer need to hold this Notice of Qualifications or can one of our team members like our Civil Engineer or Traffic Engineer hold it?

A4. See item A above.

Q5. For the reference forms section. Our firm will be fulfilling different disciplines of the RFQ and some of the projects will be repeated under the qualifications for which we will need to get a reference form filled out by our client. Can we use one reference form for all the other disciplines where we performed Landscape Architecture, Urban Design, and Community Outreach? Or do we need to get 3 different forms filled out by our client?

A5. Each discipline must have three separate reference forms for the applicable team member(s).

Q5. Can we use the same reference forms for both RFQs?

A5. If the Proposer is using the same team members, the Proposer may submit the same references, if applicable to the discipline and or project being referenced. The applicable RFQ name and number should be placed on the form however.

Q6. Do we need a workload capacity form for every team member or just for the proposer? Does each key person from the proposer's firm need to fill one out?

A6. Form RFQ-WC is to be completed for each of the Key Personnel identified in Form RFQ-QT.

Q7. Where is the Notice of Qualifications (FDOT) form?

A7. See item A above.

Q8. Do we need a traffic engineer, or does a civil engineer suffice for RFQs 16-17-044 and 16-17-049?

A8. A transportation planner or traffic engineer should be consulted with for the qualifier.

Q9. Regarding the required forms for CBEs for RFQ 16-17-044: If the CBE is also a SBE (which from my understanding is a sub-category of CBE), do we have to also submit the required CSBE forms noted in this checklist?

A9. Proposer shall adhere to the following mandatory requirement: Assign a minimum of fifteen percent (15%) of the contract value to **firms currently certified by Miami-Dade County as a CBE.**

Q10. Is there funding presently available for RFQ 16-17-044 project?

A10. An exact funding mechanism has not been identified for the RFQ16-17-044 at this time.

Q11. How many qualification/reference forms are needed for the Art Specialist and Public Relations/ Community Outreach Specialist?

A11. Each Art Specialist and Public Relations/Community Outreach Specialist shall provide three qualification Forms on RFQ-AS, in addition to three references (one for each for the RFQ-AS) on RFQ-AS-R

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

Annie Perez for

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