



# City of Doral

## RFP No. 2021-01 - Virtual Recreational Programming (Virtual and On-site)

### Addendum No. 1

Below are questions/ clarifications that were received regarding this project as well as the City's responses. This Addendum is and does become a part of the above-mentioned solicitation. This addendum is issued to modify the subject solicitation as follows:

**The following sports will not be accepted in this RFP.**

- Soccer
  - Flag Football
  - Tackle Football
  - Baseball
  - Softball
  - Cheer
  - Basketball
  - Tennis
  - Beach Tennis
  - Volleyball
  - Field Hockey
1. When attempting to register for DemandStar the online chat representative advised me that I would only be able to register if I had a company email (domain only). My current business email is not acceptable. Would I need to create a domain for the purposes of the City of Doral bid OR can I submit the bid via Vendor Registry?
    - All bid submittals are accepted electronically via DemandStar or Vendor Registry.
  2. I have not been able to locate the 'Solicitation Response Form.' Is it titled differently amongst the required documents for the RFP bid?
    - Please disregard the Solicitation Response Form, this form is used for physical submittals of your solicitation. This form will not be required for this solicitation.
  3. 'RFP Reference Survey' is it only for prior city jobs our organization has held OR can any prior clients/customers (not limited to city companies/affiliates) complete the survey?
    - RFP Reference Survey is for any prior work similar to the Scope of Services in this solicitation, not limited to the City of Doral.
  4. If only for prior city jobs/bids, would the City of Doral be able to complete the survey on our company's behalf or are they not in the qualifiable arena since it is for the very same bid that I am currently applying for?
    - The City will not complete the survey. Surveys can be completed by parent/ guardian or participants of the program that you've provided. The survey must be completed and submitted by the proposer.



# City of Doral

## RFP No. 2021-01 - Virtual Recreational Programming (Virtual and On-site)

### Addendum No. 1

5. If my business is registered as an LLC is the 'Certificate as to Corporate Principal' form applicable to us?
  - If a form is not applicable to your firm, please provide the form with N/A in the subject lines.
6. Can we submit a bid for adult and senior-citizen slow pitch softball programming? Even though COVID restrictions are still in place?
  - No, this will be included in a future separate bid
7. Would sports be allowed under this RFP such Football, Basketball, Soccer, and Lacrosse?
  - No, the above sports will not be accepted in this RFP. There will be separate solicitations for those sports.
8. In situations where referees or attendants are needed for such sports or recreational programs can the bidder charge a set rate to the county for that activity or receive a credit towards the amount owed to the county? In example Kayaking, yes, a set rate will come at cost to the purchaser say \$40 an hour however an attendant might be there all day to support such efforts and the costs would be greater to the company for said service. Please advise if the selected contractor can bill or get credit for staff to support efforts or does that need to be completely included in the price of service. An attendant might be needed as well to aid with CDC guidelines and check temperatures, issue masks etc.
  - The awarded contractor shall not bill the City for staffing costs, nor will the City issue credit. All costs and pricing must be charged to the participant or absorbed by the contractor. All pricing and costs must be provided in the Program Proposal.
9. Can the contractor sell packaged items such as drinks and food?
  - It would be dependent on the type of program. The City is open to discussing this at the negotiation of the contract. All proposed pricing must be included in the bid submittal.
10. Can we substitute business experience for personal experience, examples including the management of multiple recreation centers, in charge of military physical training and civilian physical training in addition to coaching experience?
  - Yes, however, please keep in mind that "experience" is an evaluation criterion for this RFP. The evaluation committee will evaluate your experience accordingly to the services you are proposing.
11. In the presentation of the package must the insurance be included?
  - Yes.
12. On Page 29 what do I place in the Addendum?
  - You must acknowledge all published addendum for this RFP.



# City of Doral

## RFP No. 2021-01 - Virtual Recreational Programming (Virtual and On-site)

### Addendum No. 1

13. On Page 36 what should I place? Information?
  - Bidder must provide details fulfilling the above minimum experience requirements.
14. Should I bring as many references as possible or only one?
  - Minimum of three (3) references is preferred.
15. At the meeting, you mention that we could access some public documents of older BID as examples.
  - Yes, you must request a copy from the City Clerks office as a public records request.
16. During last week's virtual meeting it was discussed a possible addendum which would integrate possible topics such as inflation and the incorporation of the minimum wage increase requirements etc. I wanted to follow up if that is something that will be amended/included or if we incorporate that cost when submitting our bid.
  - Prior to completion of each exercised contract term, the City may consider an adjustment to price based on changes in the Consumer Price Index Urban Wage Earners and Clerical Workers, Miami / Ft Lauderdale – All Items. (or, if applicable, whatever Dept. of Labor CPI Index relates to the commodity / service being procured).

It is the Awarded Proposer's responsibility to request any pricing adjustment under this provision. For any adjustment to commence on the first day of any exercised option period, the request for adjustment should be submitted 90 days prior to expiration of the then current contract term. The adjustment request should not be in excess of the relevant pricing index change. If no adjustment request is received from the vendor, the City will assume that the vendor has agreed that the optional term may be exercised without pricing adjustment. Any adjustment request received after the commencement of a new option period may not be considered.

The City reserves the right to negotiate lower pricing for the additional term(s) based on market research information or other factors that influence price. The City reserves the right to apply any reduction in pricing for the additional term(s) based on the downward movement of the applicable index.

The City reserves the right to reject any price adjustments submitted by the vendor and/or to not exercise any otherwise available option period based on such price adjustments. Continuation of the contract beyond the initial term, and any option subsequently exercised, is a City prerogative, and not a right of the Awarded Bidder. This prerogative will be exercised only when such continuation is clearly in the best interest of the City.