



City of Doral

RFP No. 2021-02 - Adaptive Re-Use Design Build

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:

Please note: This bid due date has been extended to Monday, March 15th, 2021 at 10:00 A.M.

1. The Notice of the RFP states:

"All Letters of Interest shall be publicly opened and recorded at 5:00 pm on Tuesday, March 9th, 2021. Proposers shall deliver **One (1) original and Four (4) copies** of the submittal statements of qualifications and experience and other pertinent information for consideration, as indicated in this Request for Proposals. In addition, Proposers are to deliver **two (2) CDs containing a PDF copy of all materials submitted in the bid**. Submittals must include statements of qualifications and experience and other pertinent information for consideration, as indicated in this Request for Proposals. Any submittals received after the due date and time specified, will not be considered."

Page 2 of RFP States:

"Respondents are to deliver **One (1) original and Six (6) hard copies** of the response for consideration. The original and all Six copies (7 total) shall be marked accordingly as "original" or "copy," and shall be submitted in **three-ring binders**. In addition, respondents are to deliver **two (2) CDs containing a PDF copy of all materials submitted in the response**. Emailed or faxed submittals will not be accepted.

Section 2.18 Page 32 of the RFP states:

"**DUE DATE** Submittals must include statements of qualifications and experience and other pertinent information for consideration, as indicated in this Request for Proposals. Any proposals received after the due date and time specified, will not be considered. See attached instructions for further details on E-Bidding. Tabs must be clearly identified with the submittals. Submittals must be upload as one file inclusive of all required forms and certifications. Proposals received after the closing time and date, for any reason whatsoever, will not be considered. Any disputes regarding timely receipt of proposals shall be decided in the favor of the City of Doral. **Proposer shall assume full responsibility for timely upload of submittal**. The City will not responsible for any technical difficulties. The City of Doral cannot be responsible for proposals received after opening time and encourages early submittal. Proposals received by the City after the time specified for receipt will not be considered.

QUESTION: As set forth above there are numerous inconsistencies regarding the submittal requirements. Please clarify the submittal requirements. Furthermore, would the CITY consider a fully electronic submittal that can be emailed to the City by the submission deadline?

- Please refer to the language provided on Pg. 2 of the RFP. "Respondents are to deliver One (1) original and Six (6) hard copies of the response for consideration. The original and all Six copies (7 total) shall be marked accordingly as "original" or "copy," and shall be submitted in three-ring binders. In addition, respondents are to deliver two (2) CDs containing a PDF copy of all materials submitted in the response. Emailed or faxed submittals will not be accepted. The City will not allow for electronic submittals for this RFP.



City of Doral

RFP No. 2021-02 - Adaptive Re-Use Design Build

Addendum No. 1

2. Key Personnel Question

Page 38 Section 2.33 states:

“**LIAISON OFFICE** The City of Doral and the Design-Build Firm will designate a Liaison Office and a **Project Manager** who shall be the representative of their respective organizations for the Project.

Page 57 RFP D states:

“The Design-Build Firm shall utilize a single dedicated person responsible for managing all utility coordination. This person shall be contractually referred to as the **Utility Coordination Manager (UCM)** and shall be identified in the Design-Build Firm’s proposal.

Page 72 Section 3.11 Key Personnel Staffing states:

“The Design-Build Firm shall identify the **Quality Control and Design Project Manager** with a minimum of 5 years working experience on projects with similar size and scope.

Page 72 and 73 Section 3.11 also states:

“The Design-Build Firm shall also identify the construction **Project Manager /Super Intendent and Construction Quality Control Manager** certified with Miami-Dade County and/or Florida Department of Transportation Construction Training and Qualification Manual (CTQM) with a minimum of 5 years working experience on projects with similar size and scope”

Section 2(ii) Identification of Key Personnel (**Limited to ten (10) pages**), states:

a.) The DESIGN/BUILD CONTRACTOR shall explain the roles, functions and responsibilities of the management and administrative staff in terms of how they apply to the activities in the Scope of Services.

Resumes for all superiors and other key personnel shall be included.

b) Names of key personnel as well as those of Sub-Contractor/Sub-Consultant on the Proposer’s team, and the task which each will be assigned on the Proposer’s team, as well as a resume for each supervisor proposed. The DESIGN/BUILD CONTRACTOR shall also identify the Engineer of Record.”

c) The DESIGN/BUILD CONTRACTOR shall identify any employees and equipment that are being provided by the Sub-Contractor/Sub-Consultant.”

QUESTION: We have identified the following Key Positions: Quality Control Manager – Design; Design Project Manager – Design (EOR) Construction Project Manager/Superintendent; Construction Quality Control Manager; Utility Coordination Manager Liaison Office and Project Manager. Please clarify what key personnel is required on an organizational chart and for whom we are to submit resumes. Do all the disciplines leads have to be identified as well and resumes included.

Where should resumes be placed? See Question 3 below also.

- Provide all personnel listed in the RFP. Include the Safety Manager.

3. RFP Section 2 (ii) Identification of Key Personnel (**Limited to ten (10) pages**), indicates a **10-page Limit and required narratives, roles and functions, resumes, identification of employees and equipment, references, sequencing of activities and Org Chart.**

QUESTION Please Clarify the 10-page Limit, if 1- or 2-page resumes and reference forms are required, where should all this information be included? We estimate resumes alone for all personnel, managers, supervisors etc. would exceed the 10-page limit. Please advise.



City of Doral

RFP No. 2021-02 - Adaptive Re-Use Design Build

Addendum No. 1

- Resumes will not count towards the 10-page limit. Provide resumes within Section of the proposal. Include any additional Key Personnel the Design-Build Firm deems necessary for their project.
4. RFP Section 2 (ii) e) The DESIGN/BUILD CONTRACTOR shall include references with the name, address and phone numbers for both the Project Managers and all supervisors and key personnel for previous three (3) years contract or their last three (3) jobs whichever is greater.
Question 4: Please clarify Key positions that require reference forms and how many references per position. Please clarify the location of reference forms as this too would exceed the 10-page limit.
- Design EOR, Construction Project Manager, Superintendent
5. RFP Section 2. EXPERIENCE AND QUALIFICATIONS OF PROPOSING FIRM AND THE PERSONNEL ASSIGNED TO THIS PROJECT Administration and Management [not exceeding 4 (four) pages]
Section e. states “e) The DESIGN/BUILD CONTRACTOR shall address issues of safety with regards to employees and property.”
Question: Please verify if this can be included under “SAFETY” Evaluation Criteria (5 pts).
- Yes, this can be addressed in the Safety section.
6. On page 78 of the scope of services, it states “forms provided by the City beginning on Page 64.” On page 86 of the scope of services, the first form listed is the Proposal Submittal Form. There is no Proposal Submittal Form attached.
Question: Please advise.
- Please see attached. Please ensure to provide this out the exterior of your submittal package.
7. **Section 4.2 Technical Proposal Format (Phase I) 4. SAFETY**
Question: What is the page limit?
- 5-page limit.
- B. Site Specific Hurricane Preparedness Plan – Does this plan have to be included in Phase 1 or just discussed in this section?
- Plan to be provided by the awarded bidder. Please discuss and summarize in this section.
8. Table of Contents
Question: Exhibit B Preliminary Survey and Exhibit C Preliminary Geotechnical Report – not included in the RFP. Please Advise.
- Please see attached. The Exhibits were uploaded separately from the bid document due to the size of the Exhibits. They may also be obtained via DemandStar and Vendor Registry.
- Question: Section 6.0 Evaluation and Award Criteria. This is included on page 26 and 27 but where is Section 6.0? Please advise.
- Please refer to Section 2.16 Method of Award for the evaluation and award criteria for this RFP.



City of Doral

RFP No. 2021-02 - Adaptive Re-Use Design Build

Addendum No. 1

9. Bidder Qualification Statement From page 91

Question. Please verify if this is where past project experience is placed. Is this only for the Contractor or does it require project experience for the Prime Consultant.? Is there a limit to the number of projects? There is space for 5 projects? Please advise

- Yes, use this form to provide all past project experience. The information provided shall be for the prime contractor/firm submitting a proposal.

10. Section 5 Required Forms/ Deliverables

Questions: Please identify which forms are to be completed by CONTRACTOR and which are to be completed by the PRIME CONSULTANT. Please Advise.

- One form for each the Prime Consultant and Contractor

DRAINAGE RELATED

11. Drainage governing criteria:

On page 60 paragraph C Drainage Analysis of the scope of services pdf, it states the following: "All design work shall be in compliance with the City of Doral, Miami-Dade County Standards, Florida Department of Transportation's Drainage Manual; Florida Administrative Code, chapter 14-86."

Question: FDOT Chapter 14-86 design requirement is more stringent of a design criterion than Miami-Dade. Is it the City's intent to apply the more stringent criteria, or does Miami-Dade's drainage design criteria suffice?

- The City will allow the Design-Build firm to use the Miami-Dade County standards as stated in the RFP.

12. Question: Can the city provides the as-built (plans) of the existing drainage systems that shows the pipes connectivity and types? Without this information we will be working blindly and will have to assume that all existing drainage systems will be removed.

- Yes, please see attachments. The City has provided as-builts for stormwater improvements in the area however, all other water & sewer requests are to be made through Miami-Dade County. Soft digs will be a requirement during the design phase to confirm all utility conflicts and existing drainage which is to remain if possible.

13. FEMA flood elevation

On page 61 it is stated "The applicable FEMA flood control elevation for this project is El. +8.00 NGVD. A 100-year storm water analysis shall be performed during final design."

Question: per FEMA map 12086C0279L the FEMA flood elevation is +7.00 NGVD not +8.00 NGVD. Which elevation should we use?

- The correct elevation is +7.00 NGVD.

Question: For the 100-year storm water analysis, which analysis should be considered? Pre-post stages or pre-post discharges?

- The 100-year storm water analysis shall consider both the pre-post stages and pre-post discharges.

TRAFFIC RELATED



City of Doral

RFP No. 2021-02 - Adaptive Re-Use Design Build

Addendum No. 1

14. RFP page 17: Traffic calming improvements were not discussed by the Adaptive Reuse Study Area Action Plan.

Can the city provide more information if traffic calming is required?

- Traffic Calming may be considered as improvements presented by firms and will be scored accordingly during the evaluations.

15. RFP page 17: Please provide more information on how the NW 84th Ave will be utilized as an express bus/trolley route between 54th Ave and 58th Ave. Current and planned efforts indicated that north/south transit services are on 87th Ave and 79th Ave.

RFP Page 27: please provide further details about evaluation criteria.

- Coordination with Miami-Dade County will be a requirement of the selected firm. The County is currently designing NW 84th Avenue north of NW 58th Street in order to reroute a portion of the transit service along NW 87th Avenue to NW 84th Avenue.

16. Section 4.2 Technical Proposal Format (Phase 1) Section I and Section ii EXPERIENCE AND QUALIFICATIONS OF PROPOSING FIRM AND THE PERSONNEL ASSIGNED TO THIS PROJECT. This section refers to the Design/Build Contractor or sections refer to responding firm, or design build firm.

Question: Does the Design/Build Contractor refer to ONLY the CONTRACTOR performing the construction work, or does it refer to the entire Design-Build Team which includes the consultants? Please clarify.

- Design/Build Contractor refers to the Team which shall include consultants.

17. Page 79 of RFP Section 4.2 (2)(ii)(g) Provide a narrative to describe the sequencing of key activities so as to ensure the success of the project, including the milestone associated.

Question: Is the narrative required for key activities in design, construction, or both. Please Advise.

- The narrative is to include key activities for both design and construction.

18. 3.5 PROJECT DELIVERY AND REVIEW SUBMITTALS

3.5.1 Project review will require the submittal of three (3) printed sets of the Design Phase documents, unless otherwise directed by the CITY, including:

- a. Project Development Schedule.
- b. Opinion of Probable Construction Cost
- c. 30%, 60%, & 90% Design Plans
- d. Geotechnical Report
- e. CADD files
- f. 100% Construction Drawings
- g. Technical Specifications
- h. As-Built Drawings

Question: The submittals above are not typical of a Design Build Project. Please advise.

- The deliverables above shall be a requirement of the project.

PUBLIC INVOLVEMENT



City of Doral

RFP No. 2021-02 - Adaptive Re-Use Design Build

Addendum No. 1

19. Question: What guidance would you give our Public Involvement Consultant in relation to how they would coordinate Public Affairs Department.

- Public workshops will be a requirement of the project and commence once a design alternative is chosen. The selected firm will be responsible to provide all materials for the workshops and staff shall be present to respond to any questions.

BUDGET

20. Section 2.15 of the RFP indicates that the maximum budget amount for this project shall not exceed \$4,250,000.00. Any bid amount exceeding the maximum budget amount may be deemed non-responsive. Section 3.1 of the City of Doral, Adaptive Reuse Study Area Action Plan, Final, May 2019 indicates that the estimated cost of items included in the RFP scope of services far exceeds the RFP maximum budget amount.

Question: Is the City of Doral seeking RFP proposals that reduce the RFP scope to be consistent with the RFP maximum budget amount, or proposals for the full RFP scope that exceed the RFP maximum budget amount, or proposals for the full RFP scope that are less than or equal to the RFP maximum budget amount?

- Page 17 states the budget is \$4,000,000. Page 26 shall be corrected to reflect \$4,000,000. The provided Action Plan is only provided as a guide and not a definitive design concept that shall be used. Firms shall provide design concepts for evaluation and shall adhere to the budget requirements of the City.

21. Section 3.1 of the City of Doral, Adaptive Reuse Study Area Action Plan, Final, May 2019 indicates that the estimated cost of Infrastructure and Technology (Underground Utilities) will be \$4,220,227.00.

Question: Is this work anticipated to be included in the RFP Scope of Services, or performed concurrent with the RFP project by others, or performed prior to the RFP project by others, or performed after the RFP project, or not performed at all?

- The Action Plan attached is only provided as a guide and not a definitive design concept to be followed. Firms are to evaluate what utility conflicts actually exist on site and this shall be considered as part of the coordination required by the selected firm. All utilities shall be relocated by the appropriate utility owners.

22. Please provide a Utility Work Schedule for all utilities anticipated to be in conflict on the Project. Furthermore, please advise whether all utility relocation and removal costs will be borne by the utility owner and not reimbursable to the utility company.

- Page 58 Table A shows all facilities within the project limits. The selected firm will be responsible to coordinate all relocations with the utility owners. All costs will be borne by the Utility owners.

23. Please confirm whether the City will be granting the Design-Build Firm compensable days for all utility relocation and/or removal delays that are not the fault of the Design-Build Firm.

- The Design-Build Firm shall coordinate all utility relocations identified within proposed design.



City of Doral

RFP No. 2021-02 - Adaptive Re-Use Design Build

Addendum No. 1

In Section 3.9 Architectural and Engineering Services

D. Utility Coordination

a. The Design/Build Team shall soft dig and document existing utilities, identified as per utility location request for design purposes, along the path of proposed design/construction. During Construction, the contractor shall excavate far enough ahead of his/her work to determine the exact location and condition of such utilities, structures or facilities so that, before the new utility is installed, the Engineer may change the line or grade of the pipe or other facility, should that become necessary to avoid the conflict. No request for additional compensation or Contract time (except for a non-compensable time extension) resulting from encountering utilities or structures not shown or differing in location or elevation from that shown on proposed Design from Design/Build Team, will be considered.

b. Notify all utility companies that are affected by the construction operation at least 48 hours in advance. Locate, expose, and provide temporary support for all existing underground utilities and utility poles where necessary. Absolutely no extra compensation will be considered for construction problems created by utility poles of whatever size, overhead electric, telephone or other lines, whether shown on the Plans or not. The DESIGN-BUILDER is solely responsible for discerning such items in the field prior to bidding and including all costs for such work in the prices bid.

24. Please provide an As-Built plan (in CADD) for all utilities in the Project corridor.

- The City does not have this information.

25. Please provide an As-Built plan (in CADD) for all drainage, water and sewer components in the Project corridor.

- As-built plans have been provided as PDF for all stormwater improvements. Water and sewer as-bults will need to be requested from the County.

26. In section 4.4, Time of Performance/Project Schedule, an anticipated schedule format has been established presumably indicating that RFC plans will be due 4 months after the Project Notice to Proceed, Substantial Completion 7 months after the Notice to Proceed, and Final Completion 8 months after Notice to Proceed. Is this proposed project schedule accurate?

- RFP plans will be due 8 months after design NTP, Substantial completion will be 10 months after construction NTP, and Final completion will be 60 days after Substantial Completion.

27. May the Design-Build Firm begin construction work on the Project prior to 100% approved Released for Construction Plans?

- The City will consider this option but if allowed to commence work prior to 100% approved plans the Design-Build Firm will be responsible for any re-work or revisions necessary due to permitting comments.



City of Doral

RFP No. 2021-02 - Adaptive Re-Use Design Build

Addendum No. 1

28. Which agencies or firms will be reviewing the Design-Build Firm's plans for approval? And how much time must be allowed for each agency/firm to review a submittal? For instance, if both Doral and Miami-Dade are reviewing and approving plans, must the Design-Build firm allocate 15 days for Doral and a subsequent 30 days for Miami-Dade's review?
- The City of Doral will review, and 15 days may be allocated for review times. Miami-Dade County will also be reviewing and standard review times for the County may be allocated.
29. Is the Design-Build Firm limited to City of Doral officers for off-duty police work? And if so, what are the City of Doral officer's off-duty rates?
- The City of Doral officers shall have first option to decline off-duty work. Off-duty rates are currently \$52.63 but all firms shall confirm rates with Doral PD Special Events Coordinator prior to pricing.
30. The RFP has conflicting information regarding its safety requirements. In Section 4. Safety, all that is required is an OSHA Certified "Competent Person" at the site. In section 3.14 Site Safety, the City is requiring a Safety Officer who at a minimum has completed an OSHA 500 Course. The OSHA 500 Course is generally used to train individuals to become OSHA Certified Instructors. Requiring an OSHA Qualified Instructor on-site is highly unusual and not required by the Florida Department of Transportation, nor Miami-Dade County. It is required by OSHA standards and other similar agencies to have an OSHA Certified "Competent Person" at the site, which we agree with. Please consider removing the OSHA 500 Course requirement.
- Section 3.14 is revised as follows:
3.14 SITE SAFETY
The Design-Build Firm shall employ job safety best practices for active work zones in compliance with OSHA standards. A Site Safety Plan shall be developed and submitted to the City of Doral for review and approval prior to commencement of construction activities. The Design-Build Firm shall identify and provide a Safety Officer who at a minimum has completed an OSHA "Competent Person" Certification. The Safety Officer shall be responsible for overseeing and enforcing job safety standards throughout the construction zone including but not limited to procedures, protective equipment, and safety measures for workers and general public.
31. If a Concept Plan exists for the proposed scope of the Work, please provide it.
- The Concept plans are to be provided by firms and scored accordingly during Phase 2 of the evaluations.
32. The City has indicated a maximum budget amount to not exceed \$4,250,000.00 for this Project and an approximate Project cost of \$4,000,000.00. Please provide all budget breakdowns and cost analyses prepared by or on behalf of the City to assist it in arriving at the aforementioned approximate costs.
- Budget is \$4,000,000.00 and based on previous recent price per lineal foot of reconstruction projects within City limits and will be revised accordingly.
33. Please verify LOI is Phase I.
- Correct, Phase I is LOI.



City of Doral

RFP No. 2021-02 - Adaptive Re-Use Design Build

Addendum No. 1

34. What is the project budget?
- Estimated \$4,000,000.
35. How many teams are anticipated to be shortlisted to Phase 2?
- The number of firms shortlisted will be dependent on how many firms submit bids. A minimum of 3 firms will be shortlisted.
36. What is the maximum number of pages for the LOI?
- There is no maximum limit for the LOI
37. What is the Engineer's Estimator or City Budget for the project?
- Please refer to question 34.
38. Will the City provide a laydown or staging area?
- The awarded firm is responsible for providing their own laydown and staging area.
39. Project duration for design & construction?
- The RFP states an estimate of 480 calendar days. Duration is part of the evaluation process in Phase 2.
40. What is the estimated duration to acquire the right of way dedication?
- The City is in the process of acquiring the dedications and the anticipation is to have the dedications completed prior to RFC plans.
41. What is the target date to notify Team's if they have been selected to move on to the bid stage?
- Please refer to the Schedule of Events provided in the RFP. (Pg. 6)
42. Can you expand on the note on page 18 of the revised solicitation: "All costs concerning the acquisition of additional Right of Way will be borne solely by the Design-Build Firm." Is the intent to have the design-build team purchase land as part of the 2nd tier price submittal?
- Any Right-of-Way, above and beyond the mentioned dedications, that are necessary for the proposed design will be the responsibility of the selected firm.
43. Will there be a set contingency % not inclusive of construction and design fees?
- No, contingency will not be part of the pricing submitted.

SOLICITATION RESPONSE FORM

**BIDDERS MUST ATTACH THIS FORM TO THE EXTERIOR OF THE
SEALED PACKET.**

Name: RFP No. 2021-02
Title: Adaptive Re-use Design Build
Due Date: March 15th, 2021 at 10:00 am
Delivery Location: City of Doral
City Clerk's Office
8401 NW 53rd Terrace
Doral, FL 33166

Submitted by: _____
(name of company and address) _____

**PLEASE DO NOT TAPE BELOW THIS
LINE**

For Office Use Only:

Date and Time Received:

Received by: _____

STATEMENT

I understand that a "person" as defined in Para. 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding Contract and which Bids or applies to Bid on Contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "persons" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of any entity.

SUBMITTED THIS DAY _____, 20____.

Person Authorized to sign Proposal: _____
(Signature)

_____ (Print Name)

_____ (Title)

Company Name: _____

Company Address: _____

Phone: _____

Fax: _____

Email: _____