



City of Doral Request for Qualifications General Planning and Zoning Consulting Services RFQ No. 2022-01

NOTICE: Pursuant to the Procurement Ordinance, the City of Doral (the “City”) hereby gives notice of its intent to seek sealed bids from interested parties in response to this Request for Qualifications for “**RFQ No. 2022-01 – General Planning and Zoning Consulting Services**” (the “RFQ”) to provide the services described herein. Proposals must be received by **10:00 a.m. on Friday, February 11th, 2022.**

All submittals shall be publicly opened and recorded on 10:00 a.m., Friday, February 11th, 2022. Late submittals shall not be accepted or considered. Proposals must be submitted electronically through DemandStar or Vendor Registry by the date and time stated above. Any proposals received after the due date and time specified, will not be considered. See attached instructions for further details on E-Bidding.

The City of Doral reserves the right to accept any bid deemed to be in the best interest of the City or to waive any informality in any submittal. The city may reject any or all bids and re-advertise.

PROJECT OVERVIEW

The City requests qualifications for the selection of two (2) planning consulting firms provide general planning and zoning consulting services for the City.

All questions and/or comments should be directed to Procurement at the following email at procurement@cityofdoral.com.

All inquiries must reference “**RFQ No. 2022-01 – General Planning and Zoning Consulting Services**” in the subject line. No phone calls will be accepted in reference to this RFQ.

Any communications regarding matters of clarification must be made in writing to the email address listed above. If it becomes necessary to provide additional clarifying data or information that revises any part of this RFQ, supplements or revisions will be made available via written addendum.

Solicitations may be found via the City of Doral website (www.cityofdoral.com) under Procurement. To obtain the solicitation interested parties must follow the link to download the document.

The City's tentative schedule for this Request for Qualifications is as follows:

RFQ Advertisement Date: **January 11th, 2022, at 5:00 P.M.**

Mandatory Pre-Bid Meeting: **January 21st, 2022, at 10:00 A.M.**
From your computer, tablet or smartphone
<https://global.gotomeeting.com/join/199731469>
United States: +1 (872) 240-3412
Access Code: 199-731-469

Cut-off Date for Written Questions: **January 28th, 2022, at 5:00 P.M.**
procurement@cityofdoral.com

Deadline for Submittals & Bid Opening: **February 11th, 2022, at 10:00 A.M.**
From your computer, tablet, or smartphone
<https://global.gotomeeting.com/join/444198557>
United States: +1 (224) 501-3412
Access Code: 444-198-557

Evaluation Committee Meeting Phase I: **February 16th, 2022, at 5:00 P.M. EST.**

Notification of Award (by the City Council): **March 9th, 2022, at 5:00 P.M. EST.**

New to GoToMeeting? Get the app now and be ready when your first meeting starts:
<https://global.gotomeeting.com/install/444198557>

*****Late arrivals will not be permitted to join the conference and therefore forfeits all opportunities to bid on this project.**

During this conference all work will be discussed. The Procurement Division will respond to all questions submitted during the pre-bid conference by issuance of a written addendum to the RFQ. All times noted are in Eastern Standard Time (EST).

The City reserves the right to delay or modify scheduled dates and will notify Bidders of all changes in scheduled dates.

Connie Diaz, MMC
City Clerk