



ADDENDUM NO. 1

City of Doral RFQ No. 2023-04 Building Inspections & Plans Review Services

May 23, 2023

This Addendum No. 1 to the above-referenced Request for Qualifications (RFQ) is issued in response to questions from prospective respondents, or other clarifications and revisions issued by the City of Doral. The RFQ is amended in the following particulars only.

- 1. Question: On page 14 the city specifies in the scope of work that “building & structural inspections” will be needed, however, under the areas of specialization / building trades, structural inspections are not included. Can you please clarify if structural inspections from a structural engineer will be needed? Or just building inspections performed by an architect?**

Response: RFQ 2023-04 Building and Plans Review is not for special inspectors, threshold inspectors or other similarly classed engineering disciplines. Structural inspections are included under the “building” category. A professional engineering license is not required. A BORA-certified, DBPR-licensed building inspector will satisfy this requirement.

- 2. Question: On page 2 of the document, the City states that they intend to award multiple firms for the services required. Please clarify as to whether the City intends to award by individual discipline (ie Structural engineering, electrical engineering etc) or several lead teams that cover all disciplines.**

Response: While historically the City has used firms that provide all disciplines under one umbrella (either all inhouse or by collaborating with other subcontractors as a team), we would welcome a proposal for your discipline of structural engineering alone– or all disciplines in a collaborative team. “The Contract award, if any, shall be made to the Proposer whose proposal shall be deemed by the City to be in the best interest of the City.”

3. **Question: There are conflicting dates for submittal of proposals in the RFQ: 10:00 a.m. June 7, 2023 (cover page, page 2) and 10:00 a.m. May 31, 2023 (page 17). Please clarify the due date.**

Response: The date of May 31, 2023 on Page 17 is a typographical error. "All submittals shall be publicly opened and recorded on 10:00 am, Wednesday, June 7, 2023. Late submittals shall not be accepted or considered. Proposals must be submitted electronically through <https://network.demandstar.com/> or Vendor Registry <https://vendorregistry.com/> by the date and time stated above. Any proposals received after the due date and time specified, will not be considered."

4. **Question: Please clarify if the City of Doral requires six minimum representatives (total key personnel) from the Proposer or another amount. This requirement of personnel by number is unclear. On page 12 of the RFQ, Section 2.2.5 "Proposer must have available a minimum of six (6) staff (representative of each discipline, inclusive of Building, Roofing, Structural, Mechanical, Electrical, and Plumbing) with individual or combined licenses with certifications."**

Response: The expectation is to have a BORA-licensed individual inspector and plans examiner in each trade – Building, Structural, Electrical, Mechanical, Plumbing, Roofing. Typically, this would be a minimum of 6 people that hold both the inspector and plans examiner license. It is possible to hold more than one discipline, however the preference is for each trade to be available.

Example: If our plumbing inspector and mechanical inspector are both out on scheduled vacation, I would need back up for each position. If the company only has one dual-licensed inspector available to send out, this may cause an undue hardship on our customers, carryover inspections may result or a greater-than 8 hour day for the vendor.

5. **Question: What is the duration of the project?**

Response: Please refer to Section 2.4 Term of Contract "The contract duration shall be for three (3) years with the option for an additional two (2), one (1) year renewal periods for a total of five (5) years, under mutual consent of the City and the Contractor(s).

6. **Question: What are the current consultant fees?**

Response: The current professional service agreements are available through the City Clerk's Office. <https://www.cityofdoral.com/search/?filter=&q=contracts>

7. **Question: Regarding Proposal Format, Section 4.21 Qualifications. What is meant by "charter authorization"**

Response: your corporate charter. A document that is filed with the State establishing whether you are a corporation, LLC etc. and authorizing you to do business.

8. **Question: Form "7.19 Certificate as to the Corporate Principal" discusses a payment bond. Is a bond required?**

Response: Correct. There is no performance bond requirement.. Disregard Form 7.19 as a required form.

Any questions regarding this Addendum should be submitted in writing to the Procurement at email: procurement@cityofdoral.com.

Proposers are reminded to acknowledge receipt of this addendum as part of your RFQ submission.

Sincerely,



Donna Rockfeld, Procurement Manager