



City of Doral

RFP 2024-21

Doral Parks Recreation and Fitness Programs

Addendum No. 1

November 26, 2024

The original Request for Proposal (RFP) documents shall remain in full force and effect, except as modified herein, which shall take precedence over any contrary provisions in the prior documents.

This addendum is being issued to address questions received, make revisions to the original solicitation document, and release attachments.

The following are questions and answers regarding the above-referenced solicitation:

1. To fill out the Exhibit A - Required Submission Forms, is it mandatory to have a registered company or can it be a personal name.

Answer: This can be an individual name if this individual is able to become a vendor if awarded. In this case, the City will input them into the financial system as a vendor using their personal W9 instead of company documentation. A company name is not required.

2. In Exhibit B I have some doubts about the points that are mentioned, I don't know what you are referring to when you indicate an example:
 1. Program Description (Max 25 points)
 - 1a. Program Participant Fee(s) (Max 20 points)
 4. Informal Interview (if selected)- Max 20 points

Answer: The points are scored and given by the City of Doral Evaluation Committee. It is what they will use to score the proposals when reviewing. These scores will be used to help select the vendors offered/approved. The proposer does not need to do anything with the points. They only need to provide the information in each section which will then be scored as shown. If there are multiple proposals for the same fitness class (ex. Zumba) and we only need one, then the person with the higher total score would most likely be awarded.

Example: The same program is submitted - Participant fees - Proposer A: \$100/class Proposer B: Proposer A. Proposer A may get 15 points instead. (as an example).

3. Exhibit C - Insurance Requirements: Is it mandatory to have insurance to participate in the bidding process or can it be purchased after the City of Doral assigns me the space?

Answer: Please provide your current Certificate of Insurance if it is available. The actual Certificate of Insurance can be provided to the City if you are selected.

4. The solicitation response form seems to be designed for a general contractor. Should we use this form as-is, or is there a different form we should complete? If this form is

applicable, should we indicate "N/A" for the first question, which asks for: - State Certified General Contractor License (issued by the State of Florida Construction Industry Licensing Board) - Certificate of Competency from the Miami-Dade County Construction Trades Qualifying Board as a General Contractor?

Answer: Yes, please use the form as-is and indicate N/A as applicable.

5. For the "List of Proposed Subcontractors" form, since we will not be using subcontractors, should we mark "N/A" in this section?

Answer: Yes.

If you should have any questions regarding this addendum, please do not hesitate to contact procurement@cityofdoral.com.

Sincerely,

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