



ADDENDUM # 5
RFP # FY 2017-2018-001 CONSULTANT COMPETITIVE NEGOTIATION ACT (CCNA)
ARCHITECTURAL & ENGINEERING SERVICES SUNRISE PARK

Please ensure you check the City's website for the latest addendum released for this project. Below find the link to the City's website: www.cohb.org/solicitations.

Firm must provide this form signed by an authorized officer of your firm to acknowledge receipt of ADDENDUM # 5 and provide with your firm's response.

PLEASE NOTE:

Question #1:

For the Hallandale Beach Architectural & Engineering Services for Sunrise Park RFP, is there already a schematic design in place for the park?

Answer #1:

There is not a schematic design for this park. As part of the RFP the awarded firm and City Staff will hold multiple charrettes to receive input from the local community, fire, and police. These charrettes will be the basis for the overall design and layout of the proposed park.

Question #2:

I noticed that the scope of services starts in Design Development. Where can we find the schematic design plan?

Answer #2:

See answer # 1.

Question #3:

Does the City have an outline / detailed description of the desired facilities and amenities within the design for Sunrise Park? Or is this a clean slate for the selected firm to design within the approved budget?

Answer #3:

See answer # 1.

Question #4:

What is the project budget?

Answer #4:

Please refer to the City of Hallandale Beach website and view the information under the Parks Master Plan.

Question #5:

Is it possible to get a copy of the Schematic Design or Master Plan drawings to better understand the scope of this project? If not is there another method to better understand the scope of this project?

Answer #5:

Please review Exhibit I, pages 3-5 for Scope of Work on this project. See answer #1.

Question #6:

I am inquiring about the Sunrise Park RFP that has been issued. The RFP states that it is looking for Architecture & Engineering services under the scope of the project, but doesn't specifically state what the program and/or scope is going to entail. Could you please clarify or go into more detail?

Answer #6:

See answer # 5.

Question #7:

Please confirm a landscape architect can prime.

Answer #7:

Any proposing firm that meets the MQR's listed in Exhibit I, pages 6-9 will be evaluated. The proposing firm must be capable of providing the services as requested in this RFP.

Question #8:

Does the City have a size or functional program for the community center?

Answer #8:

See answer #1.

Question #9:

At the pre-proposal meeting City staff said that there was no budget or program set for Sunrise Park. However, this webpage (<http://www.gohallandaleparks.com/sunrise-park/>) shows Sunrise Park to have a \$3.2 million budget with several program features. Please confirm the accuracy of this information.

Answer #9:

See answer #4.

Question #10:

Do all the firms on the team (proposing firm + subconsultants) need to provide 5 reference forms each or is it just the proposing firm?

Answer #10:

Proposing firm only needs to provide the references.

Question #11:

For MQR #3, is there a maximum number of projects that may be included?

Answer #11:

Proposing firm must meet MQR #3 as stated in Exhibit 1, page 6-8.

Question #12:

For MQR #3, should two (2) projects be included per team or two (2) projects per firm on the team?

Answer #12:

Proposing firm must meet all MQR's as stated in Exhibit 1, pages 6-9.

Question #13:

Should the five (5) Reference Check Forms be provided from the Prime only or from the entire team?

Answer #13:

See answer # 10.

Question #14:

Can a Landscape Architecture and/or Engineering Firm, with significant Park Project Experience, submit as a prime under this project?

Answer #14:

See answer # 7.

Question #15:

Minimum Qualification Requirement # 3: Minimum Completed # of Projects (Page 6 of 26)

This section states, "Proposing firm(s) must have completed two (2) projects of similar size and scope as the Architect of Record as referenced in this RFP."

Question: If a Landscape Architect and/or Engineering firm is permitted to submit as a prime, will the City amend this requirement?

Answer #15:

Proposing firm must meet all MQR's as stated in Exhibit 1, pages 6-9. No MQR's will be amended.

Question #16:

Minimum Qualification Requirement # 4: Firm's LEED Experience (Page 8 of 26)

This section states, "Provide a letter on your firm's letter head indicating your firm has a minimum of two (2) completed project which has achieved a LEED or equivalent green building certification or is in progress of completing a LEED certification, by date of submission of proposals, for similar services, as requested in this RFP."

Question: To satisfy this requirement, can proposers submit both the prime and subconsultant experience on one letter? Or should subconsultants list their experience under separate letter head.

Answer #16:

Proposing firm submitting a proposal must meet MQR #4 as stated in Exhibit 1, page 8.

Question #17:

Minimum Qualification Requirement # 5: Staff LEED Experience (Page 8 of 26)

This section states, "Provide a letter on your firm's letter head indicating the number of staff holding a LEED AP designation or other equivalent green building certification as one of the staff proposed to be assigned to this project must have a LEED AP designation or equivalent Green Building Certification."

Question: Should subconsultants with LEED Staff provide a Staff LEED Experience letter, as well as the prime? Or can the Prime provide the letter that lists the LEED staff for the whole project team?

Answer #17:

Proposing firm submitting a proposal must meet MQR #5 as stated in Exhibit 1, page 8.

Question #18:

I am concerned with the Local Preference for the RFP. We received the list of registered vendors for Hallandale Beach and there was only one engineer and one architect in the list. How can we meet the local preference with so few options? Is this a concern shared by other bidders?

Answer #18:

Exhibit III - Local Vendor Preference is not a requirement to submit a proposal for this project.

Question #19:

One more question: since this is an RFP, where should we include the fee and in what format do you want it? I did not see a mention of it in the instructions for submittal.

Answer #19:

In accordance with Consultants Competitive Negotiation Act (CCNA) Florida Statutes, Chapter 287, Section 287.055, pricing cannot be requested as part of this RFP.

PLEASE NOTE RECEIPT OF ADDENDUM # 5 BY SIGNING BELOW AND INCLUDE WITH YOUR FIRM'S SUBMISSION.

I ACKNOWLEDGE RECEIPT OF ADDENDUM # 5:

Company	
Name	
Title	
Signature	
Date	

Sincerely,



Andrea Lues, Director, Procurement Department