

Solicitation 616-10754

Architectural-Engineering Services- Sebastian/Alahambra/Oceanside Parking Facil.

Bid designation: Public



City of Fort Lauderdale

Bid 616-10754

Architectural-Engineering Services- Sebastian/Alahambra/Oceanside Parking Facil.

Bid Number **616-10754**
Bid Title **Architectural-Engineering Services- Sebastian/Alahambra/Oceanside Parking Facil.**

Bid Start Date **May 13, 2011 8:20:29 AM EDT**
Bid End Date **Jun 22, 2011 2:00:00 PM EDT**
Question & Answer End Date **Jun 15, 2011 5:00:00 PM EDT**

Bid Contact **Rick Andrews**
Procurement Specialist II
Procurement
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Changes made on Jun 1, 2011 1:36:09 PM EDT

<p>Changes were made to the following items: Architectural-Engineering Services- Sebastian/Alahambra/Oceanside Parking Facil.</p>

Description

The City of Fort Lauderdale and the Fort Lauderdale Community Redevelopment Agency (CRA) are seeking the services of a qualified consulting firms to implement the redevelopment of the Sebastian / Alhambra Parking Lot Facility and Oceanside Parking Lot Facility (including the Las Olas Beach Plaza and the vacant City-owned parcel) as described in the 11/30/2009 Central Beach Master Plan (http://www.fortlauderdale.gov/planning_zoning/central_beach_masterplan.htm).

Added on Jun 1, 2011:

1. Revise RFQ SECTION IV - SUBMITTAL REQUIREMENTS, paragraph 5. Project Manager's Experience, second sentence to read, "Individual(s) must have a minimum of five (5) years' experience in required discipline and have served as project manager on similar projects on a minimum of three previous occasions."
2. Revise RFQ SECTION IV - SUBMITTAL REQUIREMENTS, paragraph 4. Qualifications of the Project Team to add, "The proposed team needs to provide sufficient staff to provide LEED design and certification as specified in RFQ SECTION III - SCOPE OF SERVICES, paragraph 2.2, Summary."
3. All other terms, conditions, requirements and specifications remain unchanged.

Changes made on Jun 1, 2011 1:36:09 PM EDT

Request for Qualifications

RFQ # 616-10754

A CONTINUING CONTRACT

for

ARCHITECTURAL - ENGINEERING CONSULTANT SERVICES

for

CITY OF FORT LAUDERDALE

FORT LAUDERDALE COMMUNITY REDEVELOPMENT AGENCY (CRA)

**REDEVELOPMENT OF THE SEBASTIAN / ALHAMBRA PARKING LOT FACILITY PROJECT
AND OCEANSIDE PARKING LOT FACILITY PROJECT**

(CCNA – Consultants’ Competitive Negotiation Act)



Venice of America

City of Fort Lauderdale

**Department of Procurement Services
Rick Andrews, Procurement Specialist
Fort Lauderdale City Hall
100 N. Andrews Avenue, 6th Floor
Fort Lauderdale, Florida 33301**

Web Site Address: www.fortlauderdale.gov/purchasing

Submission Deadline

Day/Date: Wednesday, June 22, 2011
Time: 2:00 PM EDT
**Location/Mail Address: City of Fort Lauderdale
City Hall
Procurement Services Department
100 N. Andrews Avenue, Room 619
Fort Lauderdale, FL 33301**

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Proposals shall be submitted to the City of Fort Lauderdale, Department of Procurement Services, no later than the due date and time indicated in SECTION I – RFQ SCHEDULE. Proposals shall be delivered to the address indicated in SECTION IV – SUBMITTAL REQUIREMENTS. Submittal of proposal by fax is not acceptable.

SECTION I - RFQ SCHEDULE

Release RFQ	5/18/11
Last Day for Questions	6/15/11
PROPOSAL DUE DATE and TIME (Prior to 2:00 PM)	6/22/11

Upon approval from the City Commission to negotiate, negotiations in accordance with 287.055(5) Florida Statutes shall commence.

SECTION II - INTRODUCTION TO REQUEST FOR QUALIFICATIONS

- 1.1** The City of Fort Lauderdale, FL (City), through its Department of Procurement Services invites proposals that offer to provide ARCHITECTURAL - ENGINEERING SERVICES CONSULTANT for THE REDEVELOPMENT OF THE SEBASTIAN / AHAMBRA PARKING LOT FACILITY PROJECT AND OCEANSIDE PARKING LOT FACILITY PROJECT subject to the requirements of the Consultants' Competitive Negotiation Act (CCNA). These services are described in greater detail In SECTION III – SCOPE OF SERVICES.

The initial term of the continuing contract will be for five (5) years. The City reserves the right to renew the contract for three (3) one-year terms subject to Consultant's satisfactory performance and mutual agreement of the City and Consultant to renew the contract.

1.2 BIDSYNC:

THE CITY OF FORT LAUDERDALE WILL USE BIDSYNC (www.bidsync.com) to distribute this RFQ. THERE IS NO CHARGE TO PROPOSERS TO REGISTER AND DOWNLOAD THIS RFQ FROM BIDSYNC. Proposals must be submitted in a sealed envelope marked on the outside with the RFQ number to the City of Fort Lauderdale, at the address indicated in SECTION IV – SUBMITTAL REQUIREMENTS

1.3. INFORMATION AND CLARIFICATION

For information concerning procedures for responding to this RFQ, technical specifications, etc., utilize the question feature provided by BIDSYNC. Such contact shall be for clarification purposes only. Material changes, if any, to the scope of services or bidding procedures will only be transmitted by written addendum (See addendum section of BIDSYNC site). No variation in Scope or conditions shall be permitted based upon a claim of ignorance. Submission of a proposal will be considered evidence that the consultant has familiarized themselves with the nature and extent of the work required.

1.4. LOBBYIST ORDINANCE

Any consultant submitting a response to this solicitation is responsible for being aware of, and complying with City of Fort Lauderdale Ordinance No. 00-27, Lobbying Activities. Copies of Ordinance No. C-00-27 may be obtained from the City Clerk's Office on the 7th floor of City Hall, 100 N. Andrews Avenue, Fort Lauderdale, FL, or the ordinance may be viewed on the City's website at <http://www.fortlauderdale.gov/clerk/LobbyistDocs/lobbyistord1009.pdf> Questions concerning whether you may or may not need to comply with said ordinance, please contact the City of Fort Lauderdale City Clerk's Office at 954-828-5002.

1.5. AWARD OF CONTRACT

A Contract (the "Contract" or Agreement") will be awarded in accordance Florida Statutes by the City Commission. The City reserves the right to execute or not execute, as applicable, a contract with the Consultant(s) that is determined to be in the City's best interests. Such contracts will be furnished by the City and contain certain terms as are in the City's best interests. The City reserves the right to award a contract to more than one Consultant as is in the City's best interest.

1.6. UNAUTHORIZED WORK

The Successful Consultant(s) shall not begin work until a City Purchase Order or Notice to Proceed or Task Order is received.

1.7. INSTRUCTIONS

Careful attention must be given to all requested items contained in this RFQ. Consultants are invited to submit responses in accordance with the requirements of this RFQ. PLEASE READ THE ENTIRE SOLICITATION BEFORE SUBMITTING A PROPOSAL. Consultants must provide a response to each requirement of the RFQ. Responses should be prepared in a concise manner with an emphasis on completeness and clarity. Consultant's notes, exceptions, and comments may be rendered on an attachment, provided the same format of this RFQ text is followed.

All Proposal responses shall be submitted in a sealed envelope or package with the RFQ number and opening date clearly noted on the outside of the envelope.

1.8. CHANGES AND ALTERATIONS

Consultant may change or withdraw a Proposal at any time prior to Proposal submission deadline; however, no oral modifications will be allowed. Modifications to proposals shall not be allowed following the proposal deadline.

1.9. SUBCONSULTANTS

A Subconsultant is an individual or firm contracted by the Consultant to assist in the performance of services required under this RFQ. A Subconsultant shall be paid through Consultant and not paid directly by the City. Subconsultants are allowed by the City in the performance of the services delineated within this RFQ. Consultant must clearly reflect in its Proposal the major Subconsultant(s) to be utilized in the performance of required services. The City retains the right to accept or reject any Subconsultant proposed in the response of successful Consultant(s) or prior to contract execution. Any and all liabilities regarding the use of a Subconsultant shall be borne solely by the successful Consultant and insurance for each Subconsultant must be maintained in good standing and approved by the City throughout the duration of the Contract. Neither successful Consultant nor any of its Subconsultants are considered to be employees or agents of the City. Failure to list all Subconsultants and provide the required information may disqualify any proposed Subconsultant from performing work under this RFQ.

Consultant shall include in their responses the requested Subconsultant information and include all relevant information required of the Consultant. In addition, within five (5) working days, or at another time requested by the City, prior to commencement of negotiations, the Consultant shall provide a final list confirming the Subconsultant(s) that the successful Consultant intends to utilize in any resulting contract, if applicable. The list shall include, at a minimum, the name, and location of the place of business for each Subconsultant, the services Subconsultant will provide relative to any contract that may result from this RFQ, Subconsultants hourly rates or fees, any applicable licenses, references, ownership, and other information required of Consultant.

1.10. DISCREPANCIES, ERRORS AND OMISSIONS

Any discrepancies, errors, or ambiguities in the RFQ or addenda (if any) should be reported in writing to the City's Department of Procurement Services. Should it be necessary, a written addendum will be incorporated to the RFQ. The City will not be responsible for any oral instructions, clarifications, or other communications.

1.11. DISQUALIFICATION

The City reserves the right to disqualify responses before or after the submission date, upon evidence of collusion with intent to defraud or other illegal practices on the part of the Consultant. The City also reserves the right to waive any immaterial defect or informality in any responses, to reject any or all responses in whole or in part, or to reissue a RFQ.

1.12. RESPONSES / PROPOSAL RECEIPT

Sealed responses will be accepted in accordance with the schedule detailed on the cover of this RFQ. After that date and time, Responses will not be accepted. The Consultant shall gather all documents necessary to support its Proposal and shall include them with its Proposal. Consultants shall be responsible for the actual delivery of responses during business hours to the exact address indicated on the cover and in SECTION I – RFQ SCHEDULE of this the RFQ.

1.13. INSURANCE:

CONSULTANT shall provide and shall require all of its sub-consultants and sub-contractors to provide, pay for, and maintain in force at all times during the term of the Agreement, such insurance, including Professional Liability Insurance, Workers' Compensation Insurance, Comprehensive General or Commercial Liability Insurance, Business Automobile Liability Insurance, and Employer's Liability Insurance as stated below.

Companies authorized to do business in the State of Florida and having agents upon whom service of process may be made in the State of Florida shall issue such policy or policies. CONSULTANT shall specifically protect CITY and the City Commission by naming CITY and the City Commission as additional insured under the Comprehensive Liability Insurance policy hereinafter described.

A. Workers' Compensation Insurance to apply for all employees in compliance with the "Workers' Compensation Law" of the State of Florida and all applicable Federal laws, for the benefit of the CONSULTANT's employees.

B. Sub-consultants not eligible for Professional Liability Coverage, by virtue of their trade, shall provide Commercial General Liability coverage acceptable to the Contract Administrator and City's Risk Manager. Sub-consultant and sub-contractors eligible for professional liability coverage shall be required to provide professional liability coverage acceptable to the Contract Administrator and City's Risk Manager on a Task Order by Task Order basis.

C. The CONSULTANT shall provide the Risk Manager of the CITY an original Certificate of Insurance for policies required by Article 11.10. All certificates shall state that the CITY shall be given ten (10) days prior to cancellation or modification of any stipulated insurance. The insurance provided shall be endorsed or amended to comply with this notice requirement. In the event that the insurer is unable to accommodate, it shall be the responsibility of the CONSULTANT to provide the proper notice. Such notification will be in writing by registered mail, return receipt requested and addressed to the Procurement Services Department. Such policies shall: (1) name the insurance company or companies affording coverage acceptable to the CITY, (2) state the effective and expiration dates of the policies, (3) include special endorsements where necessary. Such policies provided under Article 11 shall not be affected by any other policy of insurance, which the CITY may carry in its own name.

D. CONSULTANT shall as a condition precedent of this Agreement, furnish to the City of Fort Lauderdale, c/o Procurement Services Department, 100 N. Andrews Avenue, #619, Fort Lauderdale, FL 33301, Certificate(s) of Insurance upon execution of this Agreement, which indicate that insurance coverage has been obtained which meets the requirements as outlined below:

COMMERCIAL GENERAL LIABILITY

- A. Limits of Liability
 - Bodily Injury and Property Combined Single Limit
 - Each Occurrence \$1,000,000
 - General Aggregate Limit \$2,000,000
 - Personal Injury \$1,000,000
 - Products/Completed Operations \$1,000,000

- B. Endorsements Required
 - City of Fort Lauderdale included as an Additional Insured
 - Employees included as insured
 - Broad Form Contractual Liability
 - Waiver of Subrogation
 - Premises/Operations
 - Products/Completed Operations
 - Independent Contractors

AUTOMOBILE BUSINESS

- A. Limits of Liability
 - Bodily Injury and Property Damage Liability

Combined Single Limit
Any Auto
Including Hired, Borrowed or Non-Owned Autos

Any One Accident \$1,000,000

B. Endorsements Required
Waiver of Subrogation

WORKERS' COMPENSATION

Limits of Liability Statutory-State of Florida

PROFESSIONAL LIABILITY/ERRORS AND OMISSIONS COVERAGE

Combined Single Limit
Each Occurrence \$1,000,000
General Aggregate Limit \$2,000,000
Deductible- not to exceed 10%

The City is required to be named as additional insured under the Commercial General Liability insurance policy. BINDERS ARE UNACCEPTABLE. The insurance coverage required shall include those classifications, as listed in standard liability insurance manuals, which most nearly reflect the operations of the CONSULTANT. Any exclusions or provisions in the insurance maintained by the CONSULTANT that precludes coverage for the work contemplated in this Agreement shall be deemed unacceptable, and shall be considered a breach of contract.

All insurance policies required above shall be issued by companies authorized to do business under the laws of the State of Florida, with the following qualifications:

The Company must be rated no less than "A" as to management, and no less than "Class X" as to financial strength, by the latest edition of A. M. Best's Key Rating Insurance Guide which holds a valid Florida Certificate of Authority issued by the State of Florida, Department of Insurance, and are members of the Florida Guarantee Fund.

NOTE: CITY CONTRACT NUMBER MUST APPEAR ON EACH CERTIFICATE.

Compliance with the foregoing requirements shall not relieve the CONSULTANT of his liability and obligation under this section or under any other section of this Agreement.

The CONSULTANT shall be responsible for assuring that the insurance certificates required in conjunction with this Section remain in force for the duration of the Project. If insurance certificates are scheduled to expire during the contractual period, the CONSULTANT shall be responsible for submitting new or renewed insurance certificates to the CITY at a minimum of thirty (30) calendar days in advance of such expiration. In the event that expired certificates are not replaced with new or renewed certificates that cover the contractual period, the CITY shall:

A) Suspend the Agreement until such time as the new or renewed certificates are received by the CITY.

B) The CITY may, at its sole discretion, terminate the Agreement for cause and seek damages from the CONSULTANT in conjunction with the violation of the terms and conditions of the Agreement.

By submitting a proposal each firm is confirming that the firm has not been placed on the convicted vendors list as described in Florida Statue §287.133 (2) (a).

The Consultant acknowledges that they have read the above information and agrees to comply with all the above RFQ requirements.

SECTION III - SCOPE OF SERVICES

2.1 BACKGROUND

The City of Fort Lauderdale and the Fort Lauderdale Community Redevelopment Agency (CRA) are seeking the services of a qualified consulting firms to implement the redevelopment of the Sebastian / Alhambra Parking Lot Facility and Oceanside Parking Lot Facility (including the Las Olas Beach Plaza and the vacant City-owned parcel) as described in the 11/30/2009 Central Beach Master Plan (http://www.fortlauderdale.gov/planning_zoning/central_beach_masterplan.htm).

It is the City's intent to award the projects to multiple consultants.

2.2 SCOPE OF WORK

The services required may include, but are not necessarily be limited to, civil engineering architectural design, and landscape architectural design and review services as authorized by individual Task Orders. The selected firm(s) will be responsible for working in cooperation with officials of the City, or their designees, and with the City's engineers and / or architects to supervise and administer the design and construction of the projects. The design services will be implemented in three phases and may include the preparation of:

- Feasibility study - preliminary parking garage and site plan sketches and elevations, photo-realistic renderings, public plaza design, financial data (operations / bonding) and comparison of an alternative site (or land swap). The study shall also identify opportunities for public/private partnerships.
- Preliminary plans for Design Review Committee (DRC) approval and submission to all permitting agencies.
- Final construction documents and permitting, including engineering calculations and drawings and plans for mechanical details such as plumbing, ventilation, and fire suppression.

The firm(s) will inspect the building site and test for soil bearing capacity. The firm will advise the City on the most effective way to implement the overall project within the limits imposed by structural, time and budget requirements.

The selected firm(s) will coordinate the preparation of preliminary plans for Design Review Committee (DRC) approval and construction documents, including engineering calculations and drawings and plans for mechanical details such as plumbing, ventilation, fire suppression and lighting. In addition, firms will be required to coordinate and incorporate design details and construction schedules with other consultants working on adjacent masterplan improvement projects.

Firms interested in the Request for Qualifications (RFQ) must indicate any sub-consultants that would be part of the design team. The selected firms will attend and assist the City with regard to public information and public meetings.

The selected firms may also be required to provide overall coordination and management, including, but not limited to the following: advising as to the most effective method of contracting for the work, whether to use conventional "Low-Bid" procurement, "Design-Build", Pre-qualification of contractors or "Construction Manager-at-Risk", or a combination of these; the firms will also develop work plans, schedules and budgets, coordinate project design, procurement, contract negotiation and contract administration, visit the jobsite regularly to monitor construction progress, provide value engineering when required, monitor and approve payment requisitions from the contractor and consultants, monitor project funding, prepare financial projections as required, provide progress reports and status information on the assigned project to City officials, attend and address meetings with City officials, neighborhood groups,

and private citizens concerning the projects, maintain conventional and electronic files (database) of all documentation and correspondence relating to the projects in an orderly system which will be submitted to the City upon completion of the projects.

Interested firms must demonstrate project management and design expertise based on the successful completion of a number of projects of size and complexity for other governmental and / or private entities. If legal issues should arise relating to the project after completion, the selected firm will provide records, depositions and testimony about the project if necessary on a supplementary fee basis.

A summary of the work proposed for implementation for the projects is presented below. A statement of desired qualifications for the program management firms are presented in the final section, along with evaluation criteria and the anticipated schedule for the selection.

Summary

Following the requirements of the State of Florida's Consultants' Competitive Negotiations Act (CCNA), the City of Fort Lauderdale is looking for a professional design firm or team to manage and design the proposed projects identified herein. The firm or team will be required to provide some or all of the following services on the projects:

- Assist with project programming.
- Prepare schematic designs.
- Prepare financial data with regards to financing and operational expenses.
- Assist the City with preparation of Request for Proposals (RFP) for public private partnerships opportunities.
- Coordinate design and construction with any privately designed portions of the project.
- Prepare architectural design for parking garages and other structures.
- Prepare all necessary preliminary plans and elevations, renderings, general features including landscape design and details for DRC approval.
- Prepare all necessary permits for all state, local and environmental agencies including Florida Department of Environmental Protection (FDEP), Coastal Construction Control Line (CCCL) Permit and Florida Fish and Wildlife Conservation Commission (FWC).
- Prepare final working drawings including architectural drawings, engineering calculations and drawings, plans for mechanical details such as plumbing, ventilation, fire suppression and lighting features.
- Prepare all design and specifications to LEED requirements for subsequent LEED certification. (City may or may not seek LEED Certification)
- Inspect building site and test for soil bearing capacity.
- Recommend and suggest materials, construction and necessary adjustments in architectural design to fit structural requirements.
- Inspect construction in the field and insure conformity with plans and material specifications.
- Process Request for Information, submittals, shop drawings, change orders, pay applications, inspection reports and maintain current logs of each.
- Provide program management services for construction building programs or groups of projects.
- Provide construction management and inspection.
- Provide assistance with public outreach including a design and construction website and other public information activities.

2.3 PROJECTS

OCEANSIDE PLAZA

TYPE OF TEAM DESIRED:

An architectural design firm with design experience in high profile architectural public and private parking garage projects should head the design team. The team should include but is not limited to, parking design consultants, architects, structural engineers, mechanical (plumbing, HVAC, fire protection) engineers, electrical engineers and civil engineers.

OCEANSIDE PLAZA PROJECT DESCRIPTION:

Historically, Las Olas Boulevard has been the functional gateway to the Central Beach activities. Centrally located at the intersection of east/west and north/south circulation, the intersection of Las Olas Boulevard and SR A1A is also the symbolic center of the beach. This project will provide the opportunity to amplify the significance of Las Olas Boulevard as a gateway and landmark, with a series of integrated public spaces that connect the beach to the Intracoastal Waterway.

The site improvements include relocating the existing surface parking lot in a new parking garage on the south side of the current Oceanside Lot and opening up the new space to create the Oceanside Plaza. City Ordinance No. C-97-36 approved by the City Commission on September 16, 1997 limits the use of the property to a parking facility of no more than four stories in height, open space and/or a park use. A four-story architectural parking structure with plaza level community uses to activate the space is proposed along the southern boundary of the Oceanside surface parking lot. The elevator for the structure would extend in a vertical tower for viewing the beach and should be an architecturally significant landmark attraction. Parking levels should be screened with an architectural façade.

Located at the geographic center of the beach, the new open space, named Oceanside Plaza, will be the focus for off beach activities. It will become the location for meeting friends and the setting for outdoor performances, events, and seasonal open air markets. It will spur redevelopment on the beach to the north and south. The Oceanside Plaza should be programmed to appeal to residents as well as visitors. The plaza will have the potential for markets in the mornings, shaded sitting space in the day, and a venue for performances in the evenings. It becomes the destination for activities from morning to evening, from recreation to entertainment, as well as the gateway.

Drawing upon the sight lines of arrival from Las Olas Boulevard, the Oceanside Plaza amplifies the connection to the beach through a bold organizing geometry emphasizing the view to the beach and beyond as one approaches.

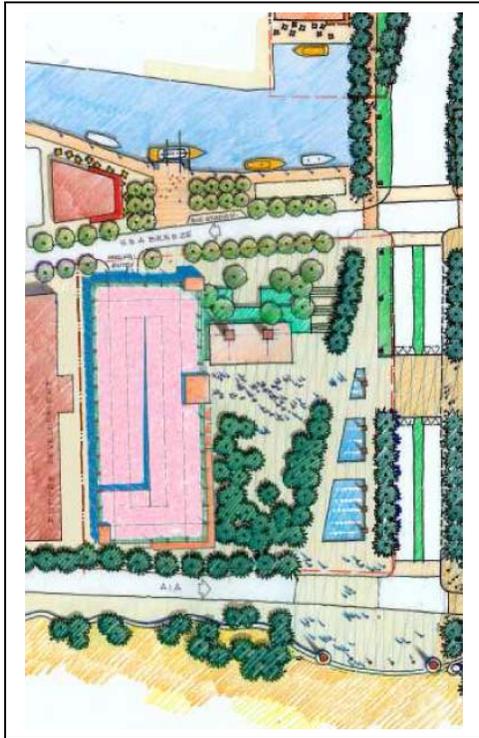
The existing date palm trees should remain along Las Olas Boulevard except for those which impede the view corridor. The palm trees that impede the view should be relocated within the new plaza. An iconic sculpture and/or fountain at the corner of Las Olas Boulevard and SR A1A, identifies the Plaza as the civic space on the beach.

The design of this visible feature should be a collaborative effort between an artist and landscape architect so that there is an iconic new landmark where the City meets the beach.

Centrally located at the plaza, a potential performance stage would become the focus for evening activities and programmed events. It should be positioned to be visible from Almond Street to the north. The plaza should be designed to be level with the elevation of SR A1A to maximize views to the water and improve pedestrian circulation.

Connecting the Oceanside Plaza to the beach, the Las Olas Beach Plaza (Beach Entrance) shall be redesigned, reflecting the geometry of Oceanside Plaza, to create a gathering space on the beach that would be of sufficient size to serve as a stage for venues utilizing the broad expanse of the beach for crowds. The plaza would be expanded, plantings reconfigured to allow for an expanded vista and iconic vertical elements introduced to symbolize the Gateway.

Improvements to the Las Olas Beach Plaza would include expansion of the current plaza area, new pavers, landscaping, lighting, and provisional power facilities for future events. The project will require significant coordination with Florida Department of Environmental Protection (FDEP), Florida Fish and Wildlife Conservation Commission (FWC) and Florida Department of Transportation to determine any impacts to the turtle nesting habitat on Fort Lauderdale Beach.



In addition, this project will include development of the vacant City-owned parcel on the NW corner of Las Olas Boulevard and Seabreeze Boulevard. The site improvements will include but are not limited to landscaping, lighting and decorative features to coordinate and complement the Ocean Side Lot redevelopment and other planned Master Plan improvements.

SEBASTIAN ST. / ALHAMBRA ST.

PROJECT DESCRIPTION:

The City-owned Alhambra parking lot, located on the northern edge of the Beach CRA, is an opportunity to add parking and create a new green space in the Mid-Beach area. Currently under utilized as surface parking, the site has excellent proximity to the beach and the Intracoastal Waterway. The enhancement of this site could improve the pedestrian experience along Seabreeze Boulevard as well as Sebastian Street and increase the supply of public parking in the Mid-Beach Area. As part of this project, a new park space may be located on the triangular space between Seabreeze Boulevard and SR A1A.

The existing surface parking lot on the site, including handicapped parking, can be relocated to the first level of the new parking garage. The proposed development incorporates a four level parking structure (536 spaces) with beach-related retail / restaurant space, public restrooms and a potential space for Ocean Rescue Operations.

The Seabreeze Boulevard frontage should incorporate a restaurant and pedestrian plaza as a gathering space for the Mid-Beach community and beachgoers.

Redevelopment of the site will include exploring opportunities to partner with developers and landowners. Any potential redevelopment should require a reservation of dedicated public parking spaces at this strategic location and active ground floor uses. Restaurants, retail and other pedestrian-oriented uses will enhance the walk from the beach to the Intracoastal Waterway.



2.4 DESIGN PLANS AND SPECIFICATIONS

The work to be performed shall include preparation of preliminary plans for DRC approval and construction drawings and specifications for bidding and construction. Consultant services shall include but are not limited to preparation of construction documents for bidding and award, engineer's estimate, bidding assistance and post design / RFI assistance during construction.

The following is a list of the Professional Services categories for which the project may require:

1. **Architecture**
Expertise and experience in preparation of drawings & specifications for a parking garage and interior space design.
2. **Mechanical Engineering**
Expertise and experience in plumbing and water & sewer improvements.
3. **Landscape Architecture**
Provide drawings and specification for landscaping.
4. **Electrical Engineering**
Provide electrical consulting services.
5. **Structural Engineering**
Provide structural consulting services.

6. Civil Engineering

Provide structural consulting services.

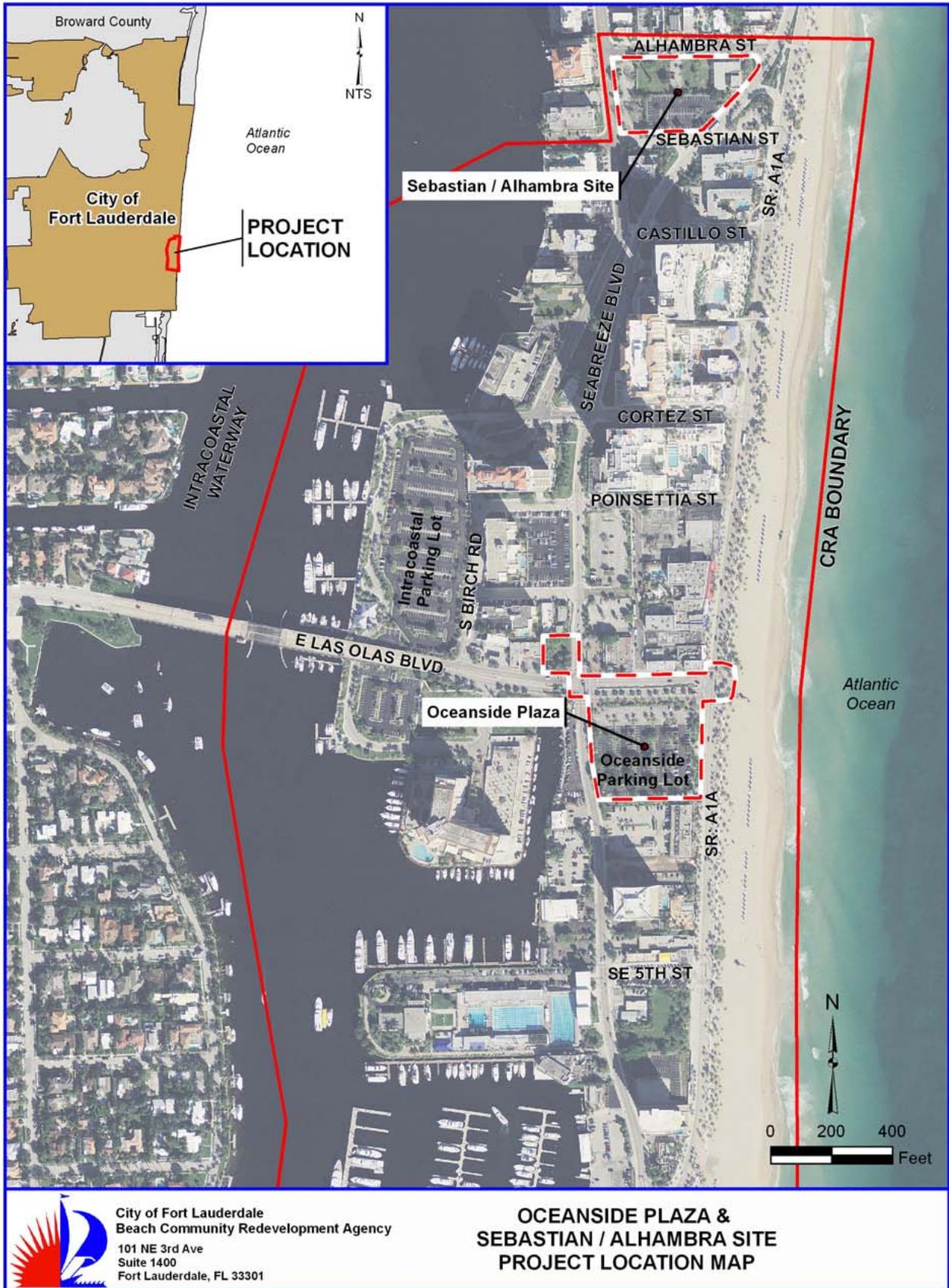
7. Environmental Engineering

Provide environmental consulting services for development permitting.

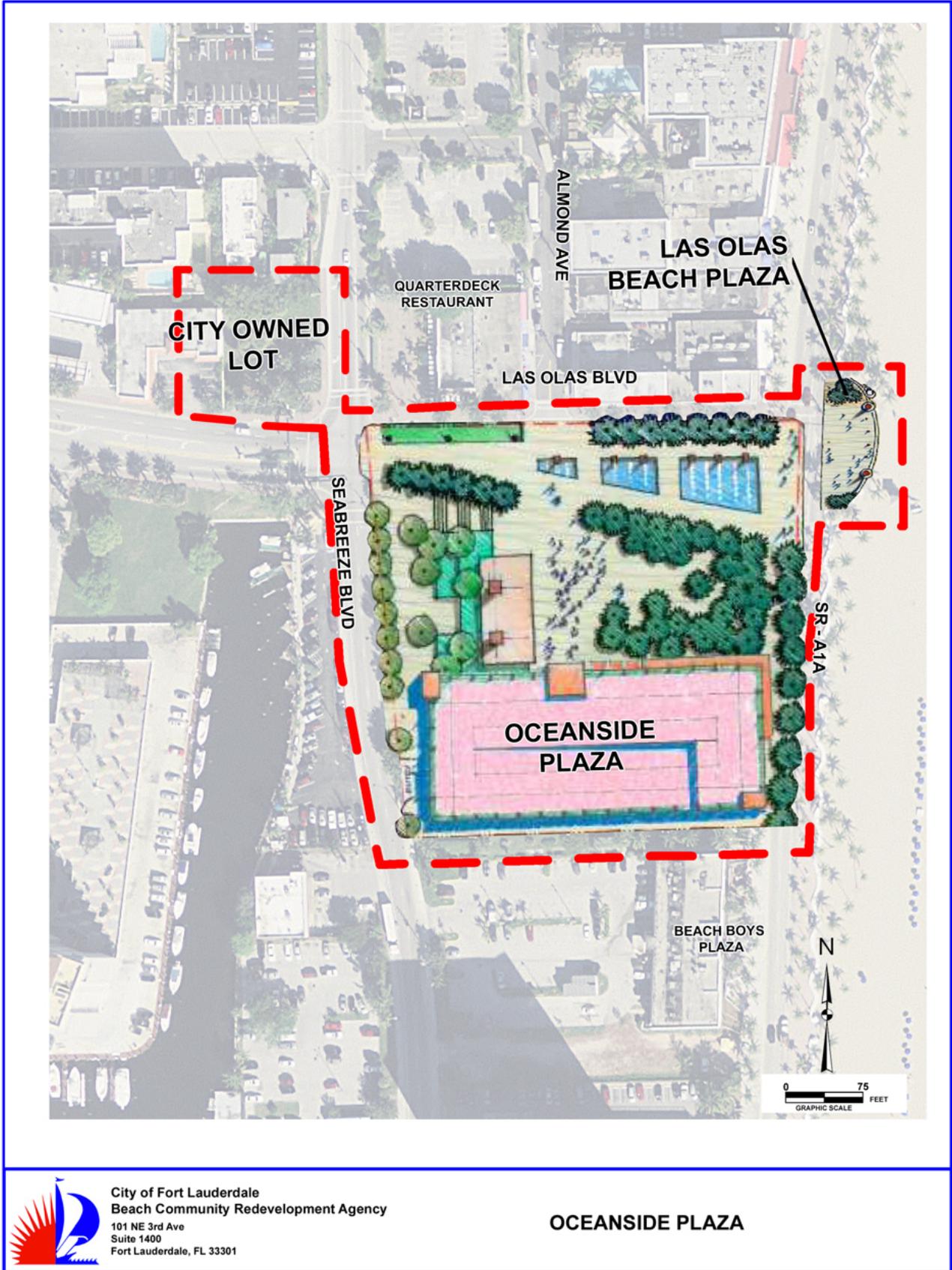
8. Transportation Engineering

Provide traffic and transportation related consulting services.

2.5 PROJECT LOCATION MAP / SITE MAP



OCEANSIDE PROJECT SITE MAP



City of Fort Lauderdale
 Beach Community Redevelopment Agency
 101 NE 3rd Ave
 Suite 1400
 Fort Lauderdale, FL 33301

OCEANSIDE PLAZA

SEBASTIAN / ALHAMBRA PROJECT SITE MAP




City of Fort Lauderdale
 Beach Community Redevelopment Agency
 101 NE 3rd Ave
 Suite 1400
 Fort Lauderdale, FL 33301

**SEBASTIAN / ALHAMBRA
SITE**

SECTION IV - SUBMITTAL REQUIREMENTS

INSTRUCTIONS FOR SUBMITTING A RESPONSE

The following information and documents are required to be provided with Consultants response to this RFQ. Failure to do so may deem your proposal non-responsive.

Submission Requirements / Number of Copies

Proposals shall be submitted and received on or before 2:00 P.M., EST, on date indicated in SECTION I – RFQ SCHEDULE. **One (1) original and ten (10) copies plus one (1) CD/DVD** of your proposal is to be delivered to: City of Fort Lauderdale, City Hall, Department of Procurement Services, 100 N. Andrews Avenue, Room 619, Fort Lauderdale, FL 33301. It is the sole responsibility of the Proposer to ensure the proposals are received on or before the date and time stated, in the specified number of copies and in the format stated herein or your proposal may be rejected.

CONTENTS OF QUALIFICATION STATEMENT / SUBMITTALS: (Indexed in the order listed)

The City prefers that responses to this RFQ be no more than 50 pages (paper original to be double-sided if practical, be bound in a soft cover binder and utilize recyclable materials as much as practical, elaborate binders are not necessary or desired). Please place the labeled DVD/CD in a paper sleeve.

The selected consultant shall demonstrate a proven track record of Architectural - Engineering services for similar projects, and shall demonstrate a thorough understanding of the necessary work as described in SECTION III – SCOPE OF SERVICES of this RFQ. Consultants shall demonstrate where they have successfully achieved rapid implementation of similar type projects and have a history of delivering projects on time and under budget.

1. Table of Contents

The table of contents should outline in sequential order the major areas of the submittal, including enclosures. All pages should be consecutively numbered and correspond to the Table of Contents.

2. Proposal Letter / Letter of Interest

Provide a Letter on Interest indicating the project for which the firm is applying, and your firm's commitment to the project. Provide firm's legal name, points of contact information (names, telephone, FAX numbers and E-Mail addresses).

3. Qualifications of the Firm

Respondents must submit a **Standard Form 330** and provide any other documentation that demonstrates their ability to satisfy all of the minimum qualification requirements. Indicate the firm's number of years of experience in providing the professional services as it relates specifically to the project. Indicate the firm's initiatives towards its own sustainable business practices that demonstrate a commitment to conservation.

Indicate business structure, IE: Corp., Partnership, LLC. Firm should be registered as a legal entity in the State of Florida; Minority or Woman owned Business (if applicable); Company address, phone number, fax number, E-Mail address, web site, contact person(s), etc; Relative size of the firm, including management, technical and support staff; licenses and any other pertinent information shall be submitted. Submittals that do not contain such documentation may be deemed as non-responsive.

4. Qualifications of the Project Team

Respondents must submit the Consultant Qualification Statement and **Standard Form 330** for each project. List the members of the project team. Provide a list of the personnel to

be used on each project and their qualifications. A brief resume including education, experience, licenses and any other pertinent information shall be included for each team member, for each project, including subconsultants to be assigned to each project. Provide any other documentation that demonstrates their ability to satisfy all of the minimum qualification requirements. Submittals that do not contain such documentation may be deemed non-responsive.

5. **Project Manager's Experience**

Provide a comprehensive summary of the experience and qualifications of the individual(s) who will be selected to serve as the project managers for the City. Individual(s) must have a minimum of five (5) years' experience in required discipline and be LEED certified and have served as project manager on similar projects on a minimum of three previous occasions.

6. **Approach to Scope of Work**

Provide in concise narrative form, your understanding of the City's needs, goals and objectives as they relate to the project, and your overall approach to accomplishing the project. Give an overview on your proposed vision, ideas and methodology.

Describe your proposed approach to the project. As part of the project approach, the firm shall propose a scheduling methodology (time line) for effectively managing and executing the work in the optimum time. Also provide information on your firm's current workload and how this project will fit into your workload. Describe available facilities, technological capabilities and other available resources you offer for the project.

7. **References**

Should be of projects with similar scope as indicated. Information should include:

- Client Name, address, contact person telephone and FAX numbers and E-mail addresses. (SEE NOTE)
- Description of work.
- Year the project was completed.
- Total cost of the construction, estimated and actual.

NOTE: Please do not include City of Fort Lauderdale / CRA employees as references

8. **Minority/Women (M/WBE) Participation**

If your firm is a certified minority business enterprise as defined by the Florida Small and Minority Business Assistance Act of 1985, include your certification.

If your firm is not a certified M/WBE, describe your company's previous efforts, as well as planned efforts for this project in meeting M/WBE procurement goals under Florida Statutes 287.09451

9. **Sample Insurance Certificate**

Demonstrate your firm's ability to comply with insurance requirements. Provide a previous certificate or other evidence listing the Insurance Companies names for both Professional Liability and General Liability and the dollar amounts of the coverage.

10. **Joint Ventures**

Any firm(s) involved in a joint venture in its Proposal will be evaluated individually, as each firm of the joint venture would have to stand on its own merits.

11. **Subconsultants**

Consultant must clearly reflect in its Proposal any Subconsultants proposed to be utilized along with a summary of their background and qualifications. SEE SECTION II ITEM 1.9. The City retains the right to accept or reject any Subconsultants proposed.

12. **Non-Collusion Statement**

This form is to be completed as applicable and inserted in this section.

SECTION V - EVALUATION / SELECTION PROCESS

A Selection and Evaluation Committee consisting of design professionals and City staff will review each submission for compliance with the submission requirements of the RFQ, including verifying that each submission includes all documents required. In addition, the Committee will ascertain whether the provider is qualified to render the required services according to State regulations and the requirements of this RFQ. The consultant shall furnish the City such additional information as the City may reasonably require.

The committee will score and rank all responsive proposals and determine a minimum of three (3), firms deemed to be the most highly qualified to perform the required service, if more than three (3) proposals are responsive, to be finalists for further consideration. In the event there are less than three (3) responsive proposals, the committee will give further consideration to all responsive proposals received. The selected firms will be required to provide brief public presentations to the Committee for final recommendation ranking. The City will not be liable for any costs incurred by the consultant in connection with such presentation.

In accordance with §287.055, the Evaluation Committee shall forward their recommendation to the City Manager in rank order the response or responses of which the Evaluation Committee deems to be in the best interest of the City. The City Commission of the City of Fort Lauderdale, Florida, shall be requested to authorize staff to negotiate a contract(s). Additional negotiations may occur in accordance with Florida Statutes.

EVALUATION CRITERIA

<u>CRITERIA</u>	<u>PERCENTAGE</u>
Qualifications of firm: To include years of experience, current and previous M/WBE participation efforts, other pertinent information	25
Qualification of Project Team: To include personnel used for the project, project manager, Subconsultants, joint ventures and M/WBE participation efforts	25
Approach to Scope of Work (including planned M/WBE participation efforts)	25
Previous Similar Projects / References	25
TOTAL	100 %

End

NON-COLLUSION STATEMENT:

By signing this offer, the vendor/contractor certifies that this offer is made independently and *free* from collusion. Vendor shall disclose below any City of Fort Lauderdale, FL officer or employee, or any relative of any such officer or employee who is an officer or director of, or has a material interest in, the vendor's business, who is in a position to influence this procurement.

Any City of Fort Lauderdale, FL officer or employee who has any input into the writing of specifications or requirements, solicitation of offers, decision to award, evaluation of offers, or any other activity pertinent to this procurement is presumed, for purposes hereof, to be in a position to influence this procurement.

For purposes hereof, a person has a material interest if they directly or indirectly own more than 5 percent of the total assets or capital stock of any business entity, or if they otherwise stand to personally gain if the contract is awarded to this vendor.

In accordance with City of Fort Lauderdale, FL Policy and Standards Manual, 6.10.8.3,

3.3. City employees may not contract with the City through any corporation or business entity in which they or their immediate family members hold a controlling financial interest (e.g. ownership of five (5) percent or more).

3.4. Immediate family members (spouse, parents and children) are also prohibited from contracting with the City subject to the same general rules.

Failure of a vendor to disclose any relationship described herein shall be reason for debarment in accordance with the provisions of the City Procurement Code.

NAME

RELATIONSHIPS

In the event the vendor does not indicate any names, the City shall interpret this to mean that the vendor has indicated that no such relationships exist.

Question and Answers for Bid #616-10754 - Architectural-Engineering Services- Sebastian/Alahambra/Oceanside Parking Facil.

OVERALL BID QUESTIONS

Question 1

Does the City require complete 330 forms for each subconsultant on the team or can they be incorporated into the Primes 330? Is the 330 form included in the 50 page count limit? (Submitted: May 16, 2011 11:25:15 AM EDT)

Answer

- One SF330 is to be completed in accordance with SF330 instructions and submitted. Subconsultants must be included in SF330 Part I Section C.
SF330 is included in the 50 page count. (Answered: May 16, 2011 11:44:34 AM EDT)

Question 2

Is the City requesting that we submit a qualification statement and SF330 forms? If Do you want to see item 4(Qualifications of the Project Team) and item 5 (Qualification of the Project Manager) in the 330 Section E Resumes or in a separate section? Please advise as this seems to be duplicate of the 330 forms. (Submitted: May 18, 2011 3:50:21 PM EDT)

Answer

- One SF330 and other information contained in the proposal letter / letter of interest make up the Consultant Qualification Statement.
The Resume of the project manager may be included in Section E of the SF330. (Answered: May 19, 2011 9:36:12 AM EDT)

Question 3

Are their teaming restrictions for subconsultants such as Mechanical, Electrical & Plumbing Engineering firms? (Submitted: May 19, 2011 9:43:45 AM EDT)

Answer

- The proposed subconsultant team is entirely left to the proposing firm. Refer to RFQ Section III - Scope of Services, paragraph 2.3 Type of Team Desired. (Answered: May 19, 2011 4:13:06 PM EDT)

Question 4

Page 7 - Section 2.1 States the City intends to award to "multiple consultants" can you say how many contracts you will be awarding? (Submitted: May 19, 2011 9:45:27 AM EDT)

Answer

- The City's intent is to spread the work out to multiple consultants. The actual division of task orders to consultants will be project driven and may be dependant upon the number of qualified firms. (Answered: May 19, 2011 4:13:06 PM EDT)

Question 5

Are all projects listed funded or are the funding sources established? (Submitted: May 19, 2011 9:45:47 AM EDT)

Answer

- A funding allocation plan was presented to the City Commission on February 15, 2011, Commission Conference Item #2, Report #11-0064. The item can be viewed on the City's Website under Commission Meetings and Agendas at www.fortlauderdale.gov. (Answered: May 19, 2011 4:13:06 PM EDT)

Question 6

Page 10 mentions a "FDOT Pre-Qualified civil engineering firm" - there is no category specifically for Civil Engineering Services under FDOT's Pre-qualified list.

Also - there are three pre-qualified lists for FDOT: One is for contracts \$250K and less with unaudited financials, one is for \$250K and up and the third is DBE Certified - please clarify this requirement. (Submitted: May 19, 2011 9:52:45 AM EDT)

Answer

- 1 - FDOT lists pre-qualified consultants with specific types of work. As the project is currently in the planning phase, we cannot determine all the types of work that may be required within the FDOT Right-of-way (i.e. lighting, traffic, roadway etc.) Civil Engineering was termed for whatever improvements to be designed in the FDOT Right-of-way.
2 - Again, we have provided conceptual renderings of the proposed improvements that are adjacent to SR A1A and within the FDOT Right-of-way. This should assist with developing an order of magnitude cost of the improvements, however the conceptual plans are subject to change. (Answered: May 19, 2011 4:13:06 PM EDT)

Question 7

Page 8 States the Team should be headed by a landscape architectural firm - page 10 states a FDOT pre-qualified civil engineering firm with landscape architecture - please clarify. (Submitted: May 19, 2011 9:54:52 AM EDT)

Answer

- There may be grants from FDOT eligible for work within the FDOT right-of-way associated with the parking garage plaza improvements. Any funding agreements with FDOT will now stipulate that any firm performing the work (within the FDOT ROW) for the City must be an FDOT pre-qualified civil engineering firm. Therefore the team should include an FDOT pre-qualified member if required. (Answered: May 19, 2011 4:13:06 PM EDT)

Question 8

Can a Subconsultant be utilized to obtain M/WBE Participation requirements? (Submitted: May 19, 2011 9:58:29 AM EDT)

Answer

- Yes. That subconsultant must be identified and their qualifications provided in the proposal. (Answered: May 19, 2011 4:13:06 PM EDT)

Question 9

Should a firm responding identify which of the "Projects" advertised they are applying for since the "Type of Team Desired" is not the same for all? (Submitted: May 19, 2011 10:00:13 AM EDT)

Answer

- The proposing firm may identify projects that would be more desirable and reflective of the team that they have assembled. However, the proposing firm and their subconsultant team will be evaluated based on their demonstrated qualifications for both

projects in this Request for Qualifications. (Answered: May 24, 2011 8:32:29 AM EDT)

Question 10

For RFQ # 616-10755, for the 4 projects listed, what are the construction budgets? (Submitted: May 19, 2011 2:51:50 PM EDT)

Answer

- This question must be asked under RFQ 616-10755 (Answered: May 19, 2011 4:13:06 PM EDT)

Question 11

For RFQ # 616-10755, how do we submit different team structures for each of the 4 projects identified in the proposal, i.e. civil lead, landscape architect lead and signature landscape architect lead? (Submitted: May 19, 2011 2:53:43 PM EDT)

Answer

- This question must be asked under RFQ 616-10755 (Answered: May 19, 2011 4:13:06 PM EDT)

Question 12

For RFQ # 616-10755, does the Project Manager need to be a LEED AP since LEED is not included in the scope descriptions and these projects will not pursue LEED certification? (Submitted: May 19, 2011 2:55:06 PM EDT)

Answer

- This question must be asked under RFQ 616-10755 (Answered: May 19, 2011 4:13:06 PM EDT)

Question 13

Is there a procurement goal for the M/WBE participation? If so, what is the percentage, if any? (Submitted: May 19, 2011 4:28:50 PM EDT)

Answer

- There are no numerical goals. However, M/WBE participation is encouraged and is part of the RFQ evaluation criteria. (Answered: May 20, 2011 1:52:52 PM EDT)

Question 14

Was there an outside firm that assisted the City with the renderings, concepts and actual scope of work for these projects? If so, are they ineligible from participating in this solicitation? (Submitted: May 20, 2011 8:48:56 AM EDT)

Answer

- The parking garage and plaza concepts were prepared by Sasaki Inc. at a planning level. Since the project includes feasibility studies to further develop the design, all consultants are eligible to respond to this solicitation. However, as stated in the solicitation, it is the City's intent to award the projects to multiple consultants. (Answered: May 24, 2011 8:32:29 AM EDT)

Question 15

In the SF330 Part 1 Section F. the consultant must provide 10 examples of projects which best illustrate the proposed team's qualifications for this contract. Does the consultant need to provide all 10 examples or can project examples from the sub-consultants count toward the 10 total projects? (Submitted: May 25, 2011 11:02:45 AM EDT)

Answer

- Relevant projects completed by team members may be listed in Part I, Section F of the SF330. However, the City will evaluate the qualifications of the team's consultant lead firm (prime consultant) who must meet the qualifications stated in the RFQ. (Answered: May 25, 2011 3:32:05 PM EDT)

Question 16

Do you have the dates for the shortlisting presentations? Firms are scheduling vacations for summer and want to work around the City's schedule. Thank you. (Submitted: May 25, 2011 11:47:17 AM EDT)

Answer

- No, firm dates have not been established. However, we will provide as much advance notice to shortlisted firms as possible. (Answered: May 25, 2011 3:32:05 PM EDT)

Question 17

Do we need to include SF 330 Part II's for subconsultants? (Submitted: May 25, 2011 5:04:18 PM EDT)

Answer

- No, provide branch office information only for the prime consultant in accordance with SF330 instructions. (Answered: May 26, 2011 9:20:46 AM EDT)

Question 18

On page 16, the RFQ states "Respondents must submit the Consultant Qualification Statement and Standard Form 330 for each project." To confirm, are we to submit separate submittals, one for each parking garage project? (Submitted: Jun 6, 2011 5:16:28 PM EDT)

Answer

- Please make one (1) submittal of the Consultant Qualification Statement and Standard Form 330 containing both parking garage projects. (Answered: Jun 7, 2011 12:36:04 PM EDT)

Question 19

We understand we should provide 1 project approach for both the Oceanside Plaza and the Sebastian Street projects. Should we also provide 1 timeline for both projects or 2 separate timelines for each project? (Submitted: Jun 7, 2011 12:56:17 PM EDT)

Answer

- In RFQ SECTION IV - SUBMITTAL REQUIREMENTS, Item 6. Approach to Scope of Work, you are asked to propose a scheduling methodology (time line) for effectively managing and executing the work in the optimum time. This is a methodology not a specific calendar schedule. Therefore one scheduling methodology for both projects is desired unless you will propose different scheduling methodologies for each project. (Answered: Jun 7, 2011 2:18:06 PM EDT)

Question 20

Is normal construction supervision foreseen for each project including threshold inspection services? (Submitted: Jun 7, 2011 2:20:04 PM EDT)

Answer

- In accordance with RFQ SECTION III - SCOPE OF SERVICES, summary of SCOPE OF WORK includes:
The firm or team will be required to provide some or all of the following services on the projects:
- Provide program management services for construction building programs or groups of projects
- Provide construction management and inspection.

The proposed inspection team should be qualified to perform all required inspection services in accordance with RFQ requirements. (Answered: Jun 10, 2011 8:43:05 AM EDT)

Question 21

Since the sizes and settings are different, should the design approaches for both garages be the same in terms of how the team proceeds through design, production and construction admin or design approach for one garage location v. another location? (Submitted: Jun 7, 2011 2:20:28 PM EDT)

Answer

- Each parking garage project is unique. The proposing firm may suggest an alternative design approach on how the team proceeds for each site. (Answered: Jun 10, 2011 8:43:05 AM EDT)

Question 22

Is there a desired time schedule that the city has for the spaces to become available? (Submitted: Jun 7, 2011 2:20:54 PM EDT)

Answer

- The time schedule for completion will be developed as part of the project programming task for the garages. (Answered: Jun 10, 2011 8:43:05 AM EDT)

Question 23

Are the initial planning level plaza concepts and/or studies that came out of the original development available for public inspection as it pertains to addressing the City's needs and goals in this RFQ? (Submitted: Jun 13, 2011 3:46:16 PM EDT)

Answer

- The Central Beach Master Plan document can be found on the City's website at http://www.fortlauderdale.gov/planning_zoning/central_beach_masterplan.htm (Answered: Jun 14, 2011 11:53:55 AM EDT)

Question 24

RFQ# 616-10754

Redevelopment of the Sebastian / Alhambra Parking lot Facility project and Oceanside Parking Lot Facility Project

D. 2.2 Scope of Work, paragraph 4:

...Refers to advising the City about "Design-Build" method of contracting work.

Since this RFQ is for selection of Architectural-Engineering services, how would 'design-build' method of contracting services be an option? (Submitted: Jun 14, 2011 3:33:39 PM EDT)

Answer

- The selected firm will assist the City with any "design-Build" associated activities as described in the following paragraph on page 7 of the RFQ:

"The selected firms may also be required to provide overall coordination and management, including, but not limited to the following: advising as to the most effective method of contracting for the work, whether to use conventional "Low-Bid" procurement, "Design-Build", Pre-qualification of contractors or "Construction Manager-at-Risk", or a combination of these; the firms will also develop work plans, schedules and budgets, coordinate project design, procurement, contract negotiation and contract administration, visit the jobsite regularly to monitor construction progress, provide value engineering when required, monitor and approve payment requisitions from the contractor and consultants, monitor project funding, prepare financial projections as required, provide progress reports and status information on the assigned project to City officials, attend and address meetings with City officials, neighborhood groups, and private citizens concerning the projects, maintain conventional and electronic files (database) of all documentation and correspondence relating to the projects in an orderly system which will be submitted to the City upon completion of the projects." (Answered: Jun 15, 2011 10:16:19 AM EDT)

Question 25

E. 2.3 Oceanside Plaza:

A four story parking structure would be a ground plus four level or a five level parking structure. Please confirm that the garage is proposed to be a five level structure.

Also, is there a required / desired parking capacity? (Submitted: Jun 14, 2011 3:35:34 PM EDT)

Answer

- Specific details of the number of stories and capacities of the garage will be determined during the feasibility study as described in the Scope of Work on page 7 of the RFQ:

"Feasibility study - preliminary parking garage and site plan sketches and elevations, photo-realistic renderings, public plaza design, financial data (operations / bonding) and comparison of an alternative site (or land swap). The study shall also identify opportunities for public/private partnerships." (Answered: Jun 15, 2011 10:16:19 AM EDT)

Question 26

though the preference is a 50 page limit, is it acceptable to have up to 50 pages front and back for a max of 100 pages?

(Submitted: Jun 15, 2011 1:58:38 PM EDT)

Answer

- Yes, 50 pages duplexed (front and back) total is our preference as stated in the RFQ. (Answered: Jun 16, 2011 8:43:46 AM EDT)

Question 27

though the preference is a 50 page limit, is it acceptable to have up to 50 pages front and back for a max of 100 pages?

(Submitted: Jun 15, 2011 1:58:39 PM EDT)

Answer

- Yes, 50 pages duplexed (front and back) total is our preference as stated in the RFQ. (Answered: Jun 15, 2011 3:17:21 PM EDT)