



**RFQ NO. 24-021
PROGRESSIVE DESIGN-BUILD FOR
EMERGENCY OPERATIONS CENTER**

ADDENDUM NO. 1

June 24, 2024

This addendum shall modify and become a part of the RFQ document. Specifications not specifically mentioned in this Addendum are not altered by any changes, amendments, deletions, or additions.

Reply to Requests for Information:

- 1. What is the anticipated total project budget for RFQ 24-021 Progressive Design-Build for Emergency Operations Center?**

The City has a not-to-exceed owner's budget of \$18.75 million.

- 2. Can you please confirm the time the RFQ is due. Page 2 states they are due by 3:00PM on July 1st and in Section 4.1 – Process Timetable it states that proposals are due no later than 3:30PM on July 1st.**

Sealed proposals must be received on or before Monday, July 1, 2024 at 3:00 PM.

- 3. Does the City expect/require a price package and design included in the proposal?**

This solicitation will be awarded based on qualifications. Pricing will not be considered. The City will discuss pricing with the highest ranked proposer.

- 4. Can the City please provide the site survey mentioned at today's pre-proposal meeting.**

See attached.

- 5. Under Section 4.4. Evaluation Criteria - Evidence as a certified minority business enterprise as defined by the Florida Small and Minority Business Assistance Act – 5 points- Will a firm receive points for having a minority/small business certified subconsultant as part of their team?**

No, proposers will not be given any points for its subcontractors/subconsultants.

- 6. Please confirm that the SF330 is to be completed by the architectural member of the design build team only and not the contractor.**

The Completed Standard Form-330 shall be completed by the Architect/Engineer of the design build team.

7. Under the description for Tab 5 (Approach to Scope of Work & Timeline) of Section V of the RFQ, (Requirements for Proposal Preparation) it states that “Proposer shall provide a proposed timeline to include major milestones in the development and finalization of the design *and construction* services to include phasing as appropriate”. However, as this is response to a progressive design build, the nature, extent, scope, cost & duration of construction will not be known at the time we submit the proposal. Please confirm that the timeline requested via Tab 5 should outline only the design services at this time.

The proposed timeline should include both the design and construction phase. This project will be schedule driven, time is critical, as some grant funding could expire if not committed/obligated by the end of FY2024. We understand estimates at this stage will not be accurate, however we need to evaluate the proposer’s availability and capacity to start the project immediately and take it through completion in a timely manner, so proposers are encouraged to list their proposed resources, conceptual assumptions based on their experience with similar projects, and estimated time frames -these could include best case, average, and worst case scenario estimates-. Proposers are also encouraged to list the level of confidence for any estimates submitted.

8. At the pre-proposal meeting on June 10, 2024, a statement was made that the City wants to see each team’s vision for the project, yet the proposal requirements are qualifications based only. Can you clarify if the City is looking for a graphic or narrative representation of our vision for the project be included with our submittal. If so, under what Tab do you want us to provide this information.

As stated in the disclaimer mentioned in the meeting in the beginning before any comments were made, the minimum requirements for a proposer’s response to be considered are what is already mentioned in the solicitation documents. Anything additionally provided will be helpful in determining the most qualified bidder, for example one whose vision for the project and approach aligns best with the City’s goals and objectives. So additional representations including graphics and/or narrative are encouraged and would certainly help in the selection process.

9. Will a firm be awarded the 5 additional points for using subconsultants that are certified as a Minority Business Enterprise under the Florida Small and Minority Business Assistance Act?

No, proposers will not be given any points for its subcontractors/subconsultants.

10. The RFQ package contains a List of Proposed Subcontractors form on page 42. Can you please confirm if you are looking for us to list our team’s subconsultants on this form or is this for subcontractors that will be used during construction. If for subcontractors, we would not be able to name them at this time.

Please list any subcontractors/subconsultants you have at the time of submittal. The awarded team will submit the finalized list of subcontractors for construction before the construction phase of this project.

11. Under 2-7 Competency and Minimum Qualifications of Proposals, Item G. Five References for Similar Work includes the following two items (j & k) to be provided for each of the 5 reference projects. Please confirm if J and K apply to item G.

j. Provide financial statements for your firm’s latest year of operation.

k. Any other information the firm feels is relevant to evaluating qualifications.

Items j and k will only need to be submitted once. Items a through i will need to be included for each reference.

12. 2-7. COMPETENCY AND MINIMUM QUALIFICATIONS OF PROPOSERS: Page 12
E. Completed Standard Form-330, (254 &255) Architect/Engineer Qualifications.
Please clarify, should the 330 include the contractor as the lead and the design team and where in the proposal document should it be located?

The Completed Standard Form-330 shall be completed by the Architect/Engineer of the design build team. Reference Tab 6, Number 6.2 Other Documentation: Other documentation shall include, but not limited to County Business Tax Receipt, State of Florida or County Competency License, Standard Form-330 and Proof of Insurance.

13. 4-1. PROCESS TIMETABLE: Page 29
e. Proposals due no later than 3:30 P.M. July 1, 2024
Please confirm delivery time for proposal - July 1st at 3:00 or 3:30
Will the city consider extending the delivery date based on questions and clarifications requested by proposers?

Sealed proposals must be received on or before Monday, July 1, 2024 at 3:00 PM. The City does not anticipate extending the due date for this project.

14. 4-4. EVALUATION CRITERIA: Page 30
Evidence as a certified minority business enterprise as defined by the Florida Small and Minority Business Assistance Act 5 points
Do the 5 points only apply to the lead contractor or will points be assigned for minority team member participation?

Points will only be given to the proposing company/team. Proposers will not be given any points for its subcontractors/subconsultants.

15. LIST OF PROPOSED SUBCONTRACTORS FORM: Page 42
As subcontractors will not be secured at this stage, should this section include design subconsultants?

Please list any subcontractors/subconsultants you have at the time of submittal. The awarded team will submit the finalized list of subcontractors for construction before the construction phase of this project.

The proposal submission deadline is Monday, July 1, 2024 at 3:00 PM. Any proposal response received after the designated closing time will be returned unopened.

Any questions concerning this Addendum should be addressed to Monica Powery, Director of Purchasing at (561) 642-2039.

All Proposers shall acknowledge receipt of this addendum by annotating the proposal signature page with the addendum number, completing the section below, and returning with the proposal response to verify receipt.

Company Name: _____

Address: _____

City, State, and Zip Code: _____

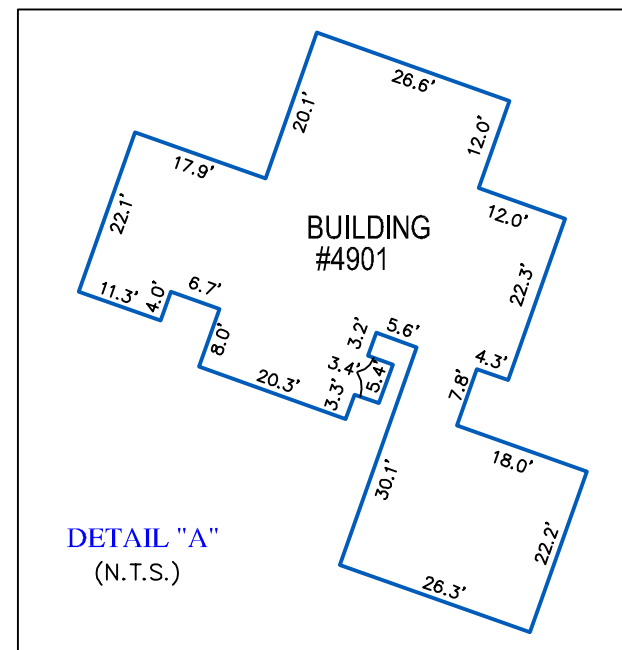
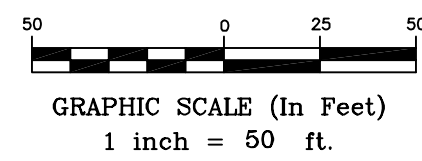
Authorized Signature: _____

Name and Title: _____

Telephone: _____ Date: _____

PAGE 1 OF 1
BOUNDARY SURVEY

SCALE
 1" = 50'



LEGAL DESCRIPTION:

A PARCEL OF LAND IN SECTION 26, TOWNSHIP 44 SOUTH, RANGE 42 EAST PALM BEACH COUNTY, FLORIDA, CONT. 2.50 ACRES AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: THE WEST 320.0 FEET OF THE NORTH 340.2 FEET OF THE SOUTHWEST-QUARTER (SW1/4) OF THE SOUTHEAST QUARTER (SE1/4) OF THE SOUTHWEST-QUARTER (SW1/4) OF SECTION 26, TOWNSHIP 44 SOUTH, RANGE 42 EAST, PALM BEACH COUNTY, FLORIDA. SUBJECT TO EASEMENT FOR INGRESS AND EGRESS OVER THE NORTH 20.0 FEET OF THE EAST 348.6 FEET OF THE SOUTHWEST-QUARTER (SW1/4) OF SECTION 26, TOWNSHIP 44 SOUTH, RANGE 42 EAST, PALM BEACH COUNTY, FLORIDA.

CERTIFIED TO:
 STEPHEN S. MATHISON, TRUSTEE; MATHISON WHITTLES, LLP; FIDELITY NATIONAL TITLE INSURANCE COMPANY

SYMBOL DESCRIPTIONS:

- | | | | |
|--|----------------------|--|-------------------|
| | = CATCH BASIN | | = MISC. FENCE |
| | = CENTERLINE ROAD | | = PROPERTY CORNER |
| | = COVERED AREA | | = UTILITY BOX |
| | = EXISTING ELEVATION | | = UTILITY POLE |
| | = HYDRANT | | = WATER METER |
| | = MANHOLE | | = WELL |
| | = METAL FENCE | | = WOOD FENCE |

ABBREVIATION DESCRIPTION:

- | | |
|----------|----------------------------------|
| A/C | AIR CONDITIONER |
| C | CENTERLINE |
| Δ | CENTRAL / DELTA ANGLE |
| I.D. | IDENTIFICATION |
| L | LENGTH |
| LB | LICENSED BUSINESS |
| N.A.V.D. | NORTH AMERICAN VERTICAL DATUM |
| N.G.V.D. | NATIONAL GEODETIC VERTICAL DATUM |
| O.H. | OVERHEAD UTILITIES |
| P.C. | POINT OF CURVATURE |
| P.C.C. | POINT OF COMPOUND CURVE |
| P.K. | PARKER KEYLON WALL |
| P.R.C. | POINT OF REVERSE CURVE |
| PSM | PROFESSIONAL SURVEYOR MAPPER |
| P.T. | POINT OF TANGENCY |
| R | RADIUS |
| R/W | RIGHT OF WAY |

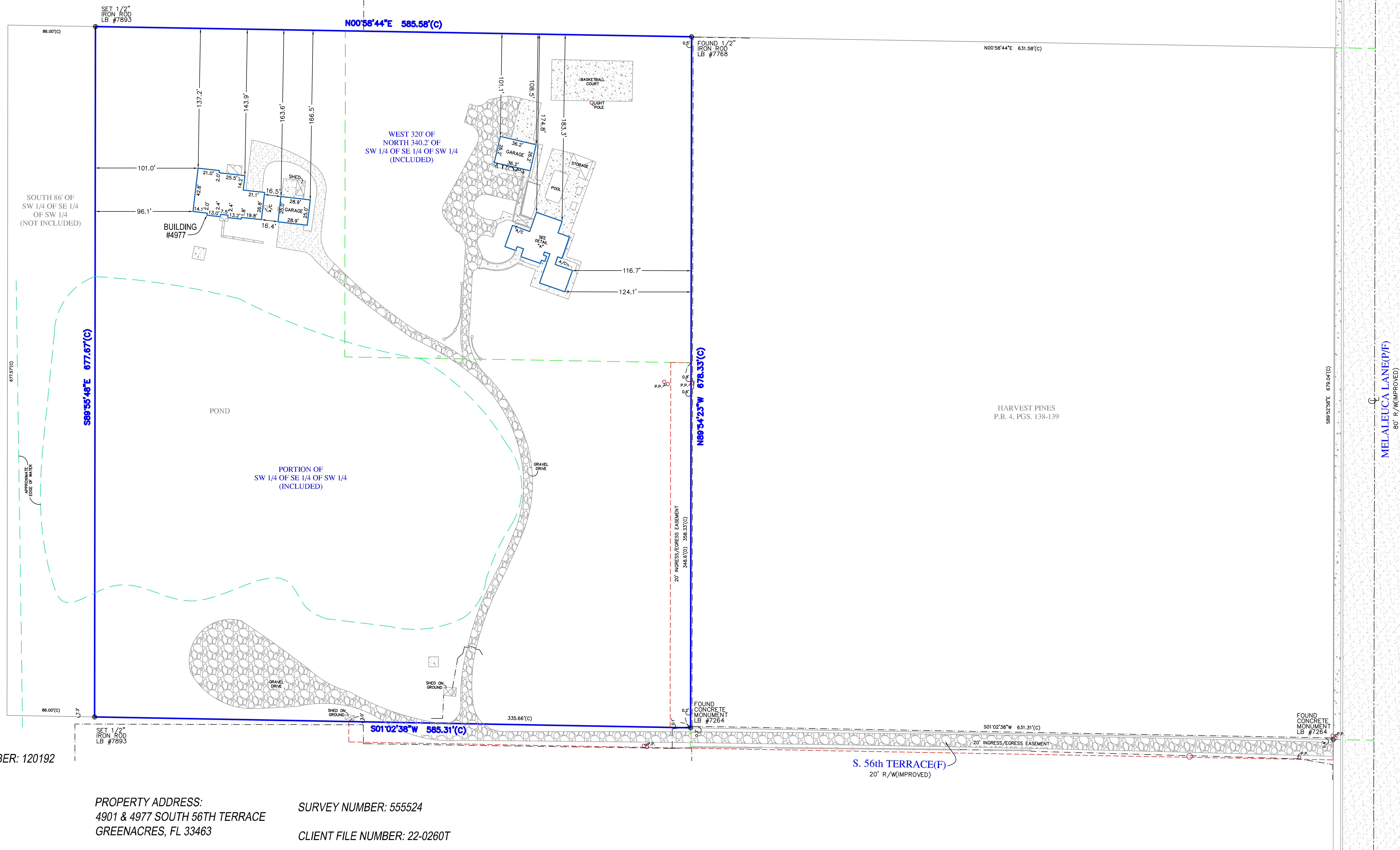
SURVEY NOTES
 GRAVEL DRIVE AND ROAD CROSSING OVER PROPERTY LINE ON EASTERLY SIDE OF LOT.

THERE ARE FENCES NEAR THE EASTERLY AND NORTHERLY SIDES OF THE PROPERTY.

COMMUNITY NUMBER: 120192
 PANEL: 0757
 SUFFIX: F
 F.I.R.M. DATE:
 FLOOD ZONE: X
 FIELD WORK:

PROPERTY ADDRESS:
 4901 & 4977 SOUTH 56TH TERRACE
 GREENACRES, FL 33463

SURVEY NUMBER: 555524
 CLIENT FILE NUMBER: 22-0260T



GENERAL NOTES

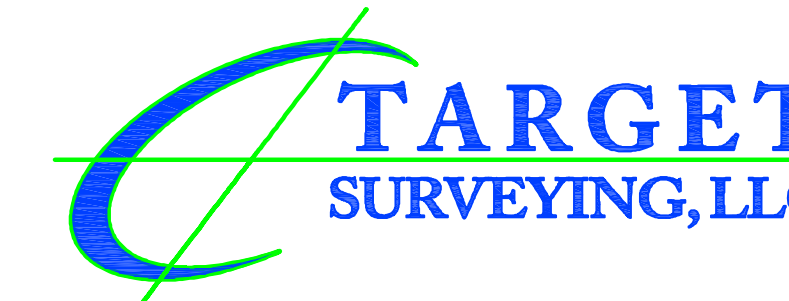
- LEGAL DESCRIPTION PROVIDED BY OTHERS
- THE LANDS SHOWN HEREON WERE NOT ABSTRACTED FOR EASEMENTS OR OTHER RECORDED ENCUMBRANCES NOT SHOWN ON THE PLAT
- UNDERGROUND PORTIONS OF FOOTINGS, FOUNDATIONS OR OTHER IMPROVEMENTS WERE NOT LOCATED
- WALL TIES ARE ON THE FACE OF THE WALL AND ARE NOT TO BE USED TO RECONSTRUCT BOUNDARY LINES
- ONLY VISIBLE ENCROACHMENTS LOCATED

- DIMENSIONS SHOWN ARE PLAT AND MEASURED UNLESS OTHERWISE SHOWN.
- FENCE OWNERSHIP NOT DETERMINED.
- ELEVATIONS, IF SHOWN ARE BASED UPON N.G.V.D. UNLESS OTHERWISE NOTED.
- IN SOME INSTANCES, GRAPHIC REPRESENTATIONS HAVE BEEN EXAGGERATED TO MORE CLEARLY ILLUSTRATE RELATIONSHIPS BETWEEN PHYSICAL IMPROVEMENTS AND/OR LOT LINES. IN ALL CASES, DIMENSIONS SHALL CONTROL THE LOCATION OF THE IMPROVEMENTS OVER SCALED POSITIONS.

REVISIONS

SURVEYORS CERTIFICATE:
 I HEREBY CERTIFY THAT THIS BOUNDARY SURVEY IS A TRUE AND CORRECT REPRESENTATION OF A SURVEY PREPARED UNDER MY DIRECTION. NOT VALID WITHOUT A RAISED EMBOSSED SEAL AND SIGNATURE.

(SIGNED)
 KENNETH J OSBORNE
 PROFESSIONAL SURVEYOR AND MAPPER #6415



LB #7893
 SERVING FLORIDA
 6250 N. MILITARY TRAIL, SUITE 102
 WEST PALM BEACH, FL 33407
 PHONE (561) 640-4800
 STATEWIDE PHONE (800) 226-4807
 STATEWIDE FACSIMILE (800) 741-0576
 WEBSITE: <http://targetsurveying.net>