



CITY OF MIAMI
ADDENDUM NO. 1

October 27, 2008

MISCELLANEOUS ARCHITECTURAL SERVICES
RFQ No. 08-09-001

TO: ALL PROSPECTIVE BIDDERS:

The following changes, additions, clarifications, and deletions amend the above-captioned Request for Qualifications, and shall become an integral part of the proposal responses and the subsequent Agreement. Please note the contents herein and affix same to the documents you have on hand.

Requests for Information:

Question	1	Is one of the projects anticipated for this contract the architectural design for the upcoming Marlins Stadium Parking Garage?
Response	1	No. A separate solicitation will be issued.
Question	2	Will the A/E selection for the Marlins Stadium Parking Garage be separate from the selection of the builder or will the project be procured as a Design/Build project?
Response	2	The selection of an architectural firm and a contractor will be done separately.
Question	3	Section 2.1 of the RFQ and the PSA refer to an Attachment A for the scope of services. Where is Attachment A located?
Response	3	As stated in the RFQ, please refer to page 18 of the Professional Services Agreement for <i>Attachment A- Scope of Work</i> .
Question	4	Please clarify the insurance requirements for RFQ 08-09-001.
Response	4	Please refer to the Professional Services Agreement, page 10, Article 9 for Insurance requirements.
Question	5	Please clarify the minimum professional services categories required for the submitting team (i.e. Architectural, Structural, Landscape, Planning, Interior Design, MEP, etc.).
Response	5	The minimum professional services categories should include MEP, structural, and landscape architectural services.
Question	6	Please clarify if the document we need to redline is the one attached called the Professional Services Agreement?

Response	6	The document that needs to be redlined should there be any comments or exceptions to the Agreement is the Professional Services Agreement.
Question	7	Please clarify whether the following documents are to be completed by both, the Prime and the Subconsultants? 6.1- RFQ Information Form 6.2.1- Certificate of Authority 6.3- Debarment & Suspension
Response	7	Only the prime is required to complete these forms.
Question	8	Should the redlined document with comments to the Professional Services Agreement be included in the proposal?
Response	8	Yes.
Question	9	Do comments to the PSA count towards the 20 page limit?
Response	9	As stated in Article 4.1 of the RFQ, the 20 page limitation is exclusive of the SF 330 forms, resumes, and comments on the contract provisions. In addition, the following will not be included in the 20 page limit: RFQ Response Forms and Licenses and Certifications.
Question	10	Section 4.1 (A-4) requests that a copy of Proposer's corporate resolution be submitted for all corporations. What type exactly does the City requests?
Response	10	The City is requesting the corporate document filed with the State which lists the names of the officers.
Question	11	Can a landscape architect be the prime or will the prime be an engineer and the landscape engineer the subconsultant for this project?
Response	11	The architect will be the prime.
Question	12	Where is the RFQ Checklist located?
Response	12	Please disregard any references to the RFQ Checklist.
Question	13	Where is the "Proposer's Qualification Statement" located?
Response	13	The Proposer's Qualification Statement is the entire proposal submittal, Section 4.
Question	14	Does the table of contents and the divider tabs for the proposal count towards the 20 page limitation?
Response	14	No.
Question	15	Is one organizational chart for both the prime and the subconsultants sufficient or should two separate organizational charts be completed?
Response	15	Please provide two separate organizational charts, one for the prime proposer as requested in Section 4.1 (A4) and another for the project team as requested in Section 4.1 (A5).
Question	16	Please confirm whether the subconsultant's company information is to be included in Section 4.1 (A4) or whether the information in their SF 330 is sufficient?

Response	16	The subconsultant's company information and SF 330 should both be submitted as required per Section 4.1 (A5), Qualifications of the Proposer's Team.
Question	17	Should the subconsultant's corporate certificate and professional license be included in Section 4- Qualifications of the Firm?
Response	17	No. These documents for the subconsultant should be included in Section 4.1(A5) Qualifications of the Proposer's Team.
Question	18	In the Submission Requirements for above RFQ, which SF 330 is required: the one dated 6/2004 or can we use the one dated 1/2004?
Response	18	Please use the PFD version of the SF 330 dated 6/2004.

THIS ADDENDUM IS AN ESSENTIAL PORTION OF THE AGREEMENT DOCUMENT AND SHALL BE MADE A PART THEREOF.



Gary Fabrikant
Assistant Director
Capital Improvements Program

This addendum should be signed and dated by the proposer and submitted as proof of receipt with the submission of proposals. The proposer by identifying the addendum number in their proposal and by signing and submission of their proposal shall serve as proof of receipt of this addendum.

NAME OF FIRM: _____

SIGNATURE: _____

DATE: _____