

ADDENDUM NO. TWO

DATE: October 21, 2013
DEPARTMENT: Homeless Trust
ISD PROJECT NAME: Design ~~Services~~ for a New Domestic Violence Center
ISD CONTRACT NUMBER: A12-HT-01
SUBMITTAL DATE: October 28, 2013
CONSULTANT COORDINATOR: Amelia M. Cordova-Jimenez

This Addendum is issued to clarify and/or modify the previously issued Notice to Professional Consultant (NTPC), and is hereby made part of the NTPC. All requirements of the NTPC not modified herein shall remain in full force and effect as originally set forth. Please be sure to acknowledge receipt of this Addendum on the Letter of Qualifications (LOQ) - Section (I) – Project Information.

MODIFICATIONS:

1. Delete the following text from page one (1) and two:

ATTACHMENTS:

Miami-Dade County Letter of Qualifications (LOQ)
ISD Forms Nos. 1, 2, 3, 4, 5, 7, 9 and 10
ISD's Experience & Qualification / Preference Stipulation Compliance Verification Chart
Exhibit "A" Draft Professional Services Agreement (PSA) – FORTHCOMING VIA ADDENDUM
Exhibit "B" Community Business Enterprise (CBE) - Implementing Order 3-32

And replace with the following:

ATTACHMENTS:

Miami-Dade County Letter of Qualifications (LOQ)
ISD Forms Nos. 1, 2, 3, 4, 5, 7, 9 and 10
ISD's Experience & Qualification / Preference Stipulation Compliance Verification Chart – REVISED 10/21/13
Exhibit "A" Draft Professional Services Agreement (PSA) – *Will be provided to the selected consultant.*
Exhibit "B" Community Business Enterprise (CBE) - Implementing Order 3-32

2. In Section 1.2, Scope of Services, Experience and Qualifications, delete the following text:

1. The Prime consultant providing categories 14.00 and 18.00 must demonstrate experience in designing at least one (1) Domestic Violence Center and have experience working with governmental agencies.

And replace with the following text:

1. The Prime consultant providing categories 14.00 and 18.00 must demonstrate experience in the following:
 - (a) Designing at least one (1) Domestic Violence Center (this experience is not limited to government projects); and
 - (b) Have architectural and engineering experience working with governmental agencies (this experience is not limited to domestic violence centers).

3. In Section 1.8, Schedule, delete the following text:

Deadline for Receipt of Proposals: ~~October 24, 2013 at 3:30 P.M. (Local Time)~~

Location: Miami-Dade County, Clerk of the Board
Stephen P. Clark Center
111 NW 1st Street, 17th Floor, Suite 17-202
Miami, Florida, 33128

First Tier & Second Tier Meetings: Anticipated for the week of November 11th and 25th, respectively.

And replace with the following:

Deadline for Receipt of Proposals: October 28, 2013 at 3:30 P.M. (Local Time)

Location: Miami-Dade County, Clerk of the Board
Stephen P. Clark Center
111 NW 1st Street, 17th Floor, Suite 17-202
Miami, Florida, 33128

First Tier & Second Tier Meetings: Anticipated for the week of November 18th and December 2nd, respectively.

CLARIFICATIONS:

Q1. At the pre-submittal meeting for the Domestic Violence Shelter, staff indicated the site was approx. 9 acres in size, and preliminary survey/engineering work was already started with sub-consultants working under a separate contract.

To properly evaluate percentages of fees which must be assigned to CBE firms, we are requesting information from public records for this specific project site. For consultants that have already provided services (or are under contract to provide further services) for the DV shelter, please provide the names, fees paid, and anticipated forthcoming fees for the following;

- Civil Engineer; name, fees paid, and fees forthcoming (already under contract)
- Surveyor; name, fees paid, and fees forthcoming
- Environmental Consultant, if any; name, fees paid, and fees forthcoming
- Geotechnical Engineer, etc., if, any; name, fees paid, and fees forthcoming

If these fees are significant, we might consider requesting their fees be applied to the CBE percentages required in the NTPC.

Please also let us know if we may contact these consultants and use them on our team. Hopefully the Civil Engineer sub-consultant already working onsite will not be restricted to the 3-team rule.

R1. Consultants for the above mentioned services have not yet been selected.

Q2. Our firm is submitting as Prime and has Technical Certification in Categories 14.00, 18.00 & 22.00. With regards to the NTPC, we have the following question:

1. Page 21 Tab i) CBE Letters of Agreement - Percentage of Amount of Design Fee: after filing the CBE Letters of Agreement, are we permitted to modify the percentages of the individual vendors after award of the contract as long as we maintain the stated goal?
- R2.** No changes can be made to the commitment/s reflected on the Letter/s of Agreement without approval from SBD-RER (not just as it relates to the total goal, but the respective percentages to the CBE/s as well).
- Q3.** Please send us a copy of the Pre-Submittal Project Briefing Sign-In-Sheet Project A12-HT-01.
- R3.** The Pre-Submittal Project Briefing Sign-In-Sheet may be accessed from the following link:
<http://www.miamidade.gov/internalservices/project-briefing.asp>
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- Q4.** Although we have worked on many different programmed spaces, we have never specifically worked on a domestic violence center. Would we be denied consideration due to this factor?
- R4.** The prime consultant must demonstrate experience in designing at least one domestic violence center.
- Q5.** Can you please clarify, if all A/E and non A/E Sub-Consultants need to provide form "ISD EQ Compliance Verification Chart for A12-HT-01", besides the Prime-Consultant?
- R5.** There are Experience and Qualification Requirements and Preferred Experience noted for both the prime and A/E team members responding to this solicitation. Information must be provided accordingly. The Prime consultant, however, is responsible for compiling all of the information from the appropriate team members and submitting one ISD Experience & Qualification / Preference Stipulation Compliance Verification Chart with the proposal.
- Q6.** How many more than at least one reference project are you expecting from the A/E (ISD Form No. 3) and non A/E Sub-Consultants (ISD Form No. 4)?
- R6.** The minimum submittal for ISD Form No. 3 and 4 is one per A/E Sub-Consultant and Non-A/E Sub-Consultant, respectively. The maximum number provided is left at the professional discretion of the consultant.
- Q7.** We are requesting a submittal date extension for The New Domestic Violence Center Project No A12-HT-01.
- R7.** See Modification No. 3 above.
- Q8.** Please define domestic violence center.
- R8.** Miami-Dade County Code 33-1 (40.2), as amended by Ordinance No. 97-12, defines domestic violence center as follows:
"Domestic violence center means a facility that provides shelter, counseling and referral services to victims of domestic violence."
- Q9.** What is the overall project budget?
- R9.** The overall project budget is \$8,000,000.00

Q10. What is the anticipated square footage of the domestic violence center?

R10. To be determined by project program.

Q11. I am inquiring about the inclusion of LEED Commissioning in the design team scope of work, and the level of commissioning your agency is targeting. Generally, with LEED facilities, there are two options for commissioning which are LEED Fundamental (Pre-requisite) and LEED Enhanced. USGBC restricts project design teams from performing LEED Enhanced commissioning as it is normally a conflict of interest to verify their own design. Please advise what is envisioned for this scope of work.

R11. LEED Fundamental

Q12. Can the definition of domestic violence center be broadened?

R12. No, please refer to R8. noted above.

Q13. Is there a site identified for this project?

R13. Yes, an existing site has been identified for the project.

Q14. Please provide CBE Report links.

R14. <http://www.miamidade.gov/business/reports-certification-lists.asp>

Q15. Please provide Pre-qualification and Technical Certification links.

R15. Pre-qualification: <http://www.miamidade.gov/internalservices/pre-qualification.asp>
Technical Certification: <http://www.miamidade.gov/internalservices/technical-certification.asp>

Q16. Can specialty sub-consultants meet part of the CBE goal?

R16. Only (scopes of services under) Technical Categories can be utilized to meet any portion of The CBE goal.

Q17. What happens if a firm's CBE certification expires after the submittal deadline date?

R17. The Proposer may be found Non-Compliant.

Q18. What is the size of the site for this project?

R18. 9.08 acres

Q19. The project currently envisions 60 beds. What is the expectation for growth?

R19. Up to 70 beds

Q20. Is this the same project as the one advertised for a domestic violence center about a year and a half ago?

R20. No

Q21. Has the site been evaluated? Are geotechnical reports available?

R21. No, geotechnical reports are not yet available.

Q22. Are traffic studies available?

R22. No, traffic studies are not yet available.

Q23. What will be the method of delivery for construction?

R23. It is anticipated to be a conventional method.

Q24. Please provide the preliminary construction budget?

R24. The construction budget has been estimated at \$5.6 Million.

Q25. What is the project schedule for delivery?

R25. The estimated completion time is April 2017, however, the selected consultant will be tasked with identifying areas to expedite the completion time.

Q26. Are the funds budgeted for this project secured?

R26. Yes.

Q27. Can letters of reference be submitted from previous Miami-Dade County employees (i.e. retired County personnel)?

R27. No.

Q28. Does the Homeless Trust have a similar facility to the requested domestic violence center in operation today? If so, who designed it?

R28. Yes, it was designed by J. Bonfill & Associates, Inc.

29. See attached Revised ISD's Experience & Qualification / Preference Stipulation Compliance Verification Chart – 10/21/13. The form will be accessible online no later than 5:00 P.M. Tuesday, October 22nd.

ALL OTHER PROVISIONS OF THE ORIGINAL "NOTICE TO PROFESSIONAL CONSULTANTS" REMAIN UNCHANGED.

Attachments:

Revised ISD's Experience & Qualification / Preference Stipulation Compliance Verification Chart – 10/21/13

c: Vaughn Tooley, HT
Hernan Lopez, ISD
Clerk of the Board

ISD EXPERIENCE & QUALIFICATION / PREFERENCE STIPULATION
COMPLIANCE VERIFICATION CHART – REVISED 10/21/13

Experience and Qualification No. 1:

The Prime consultant providing categories 14.00 and 18.00 must demonstrate experience in the following:

- (a) Designing at least one (1) Domestic Violence Center (this experience is not limited to government projects); and
 - (b) Have architectural and engineering experience working with governmental agencies (this experience is not limited to domestic violence centers).
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Experience and Qualification No. 1 (a)
Reference Project No. of

Prime Firm Name:

Project Name:

Project Location:

Project Scope Summary:

Project Construction Cost:

Project Start and End Date:

Domestic Violence Center Associated with Reference Project:

Reference Contact Person:

Reference Contact Telephone Number and E-Mail Address:

Experience and Qualification No. 1 (b)
Reference Project No. ____ of ____

Prime Firm Name:

Project Name:

Project Location:

Project Scope Summary:

Project Construction Cost:

Project Start and End Date:

Government Agency Associated with Reference Project:

Reference Contact Person:

Reference Contact Telephone Number and E-Mail Address:

Experience and Qualification No. 2:

The team member(s) providing categories 12.00 and/or 13.00 to the design team must demonstrate experience in LEED certified buildings, and must have worked on at least one (1) project of similar nature, size, and complexity.

Experience and Qualification No. 2
Reference Project No. ___ of ___

Firm Name:

Project Name:

Project Location:

Project Scope Summary:

(* Include project nature, size, and complexity.

Project Construction Cost:

Project Start and End Date:

Reference Contact Person:

Reference Contact Telephone Number and E-Mail Address:

Experience and Qualification No. 3:

The team member(s) providing category 22.00 to the design team is required to have participated in at least one (1) project of similar size and complexity.

Experience and Qualification No. 3
Reference Project No. _____ of _____

Firm Name:

Project Name:

Project Location:

Project Scope Summary:

(* Include project size and complexity.

Project Construction Cost:

Project Start and End Date:

Reference Contact Person:

Reference Contact Telephone Number and E-Mail Address:

Preference Stipulation No. 1:

The team member(s) providing category 17.00 to the design team is preferred to have participated in the construction management of at least one (1) project of similar nature, size, and complexity.

Preference Stipulation No. 1
Reference Project No. ___ of ___

Firm Name:

Project Name:

Project Location:

Project Scope Summary:

(* Include project nature, size, and complexity.

Project Construction Cost:

Project Start and End Date:

Reference Contact Person:

Reference Contact Telephone Number and E-Mail Address: