

ADDENDUM NO. FIVE

DATE: December 16, 2013
DEPARTMENT: Miami-Dade County Transit Department
ISD PROJECT NAME: Continuous Professional Services for NW 27th Avenue
Enhanced Bus Service – Bus Stations
ISD CONTRACT NUMBER: E13-MDT-02
SUBMITTAL DATE: December 23, 2013
CONSULTANT COORDINATOR: Faith Samuels

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. In Section 1.2 – Scope of Services, delete the following:

One (1) qualified consultant will be retained with one (1) non-exclusive Professional Services Agreement (PSA) with a not-to-exceed compensation of \$2,677,125.00 inclusive of a 10% contingency allowance, and an effective term of one thousand and ninety-two (1,092) calendar days. Note that no minimum amount of work or compensation is guaranteed under this agreement.

And replace with the following:

One (1) qualified consultant will be retained with one (1) non-exclusive Professional Services Agreement (PSA) with a not-to-exceed compensation of \$2,677,125.00 inclusive of a 10% contingency allowance, and an effective term of one thousand eight hundred twenty five (1,825) calendar days. Note that no minimum amount of work or compensation is guaranteed under this agreement.

2. In Section 1.8 – Schedule, delete the following:

Deadline for Receipt of Proposals: December 18, 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

And replace with the following:

Deadline for Receipt of Proposals: December 23, 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

QUESTIONS:

Q1. Do we need to give a percentage breakdown per DBE sub, or can we give an overall percentage that we will commit to.

A1. A percentage breakdown is required to indicate the amount of work and type of work to be performed by each DBE on the schedule of participation as a condition of award. At the time of bid, the Certificate of Assurance will reflect commitment to the DBE goal's overall percentage stated in the solicitation document.

Q2. On the Letter of Intent for DBE subs, you are asking for dollar amount, since we don't know what that is going to be can we put "To be Determined" instead.

A2. Response is forthcoming in a subsequent Addendum.

Q3. Are covers with pictures, etc. allowed and do the submittals have to be in 3 ring binders or can they be bound with a spiral.

A3. Covers with pictures are allowed. The manner in which a firm submits their proposal is the firm's business decision.

Q4. On page 21 item i) DBE forms, you only mention Executed Certificate of Assurance & completed Prime and Sub Information Form yet there are more DBE forms included like DBE Contractor Identification Statement, DBE Affidavit of No Change, do those have to be submitted also?

A4. All of the included forms are required as a condition of award; however, the executed Certificate of Assurance and the Prime and Subcontractors Information form should accompany the bid.

Q5. On Addendum Four, you say proposers are permitted to include an approach/methodology, where are those instructions, is there a form for that or can it be included on the Prime's letterhead, what section do we include it in.

A5. The manner in which a firm includes an approach/methodology in its proposal is the firm's business decision.

Q6. How will you track that subs are not in more than 3 teams. What if a prime firm includes a sub that is already in 3 teams without that sub's knowledge?

A6. The Internal Services Department will verify that each proposer complies with the teaming restrictions noted in Section 1.3 of the Notice to Professional Consultants (NTPC) titled Teaming Restrictions. If A/E subconsultants participate on more than three teams, all teams in which those A/E subconsultants are participating on will be found non-responsive. It is the firm's responsibility to ensure that they comply with all requirements and/or restrictions noted in the NTPC.

Q7. In light of the project information which was released with Addendum 4 on December 10th, would MDT please consider extending the response deadline 2 days to Friday December 20th to allow respondents more time to review and prepare our proposals?

A7. Refer to Modification No. 2.

Q8. Will you please confirm that we are not required to include the DBE Certificate of Assurance for team subconsultants and that this form is only applicable to the prime?

A8. The Certificate of Assurance is only executed by the prime.

Q9. Section 1.16 Draft Professional Services Agreement (PSA) of the RFP (page 15 of 26) states in the header that it will be issued via an addendum. We have not seen this document in the four addenda that have been issued to date. Will the draft PSA be issued for review prior to the proposal due date of 12/18/13?

A9. The draft PSA is not available at this time.

Q10. This message is to request the consideration of an deadline extension for the above referenced project. In light of the project information which was released with Addendum 4 on December 10th, would MDT please consider extending the response deadline to allow respondents more time to review and prepare our proposals?

A10. Refer to modification no. 2 above.

Q11. In the pre bid meeting there was mentioned that DBE sub-consultants needed to have an audited overhead statement from FDOT. Is this a requirement?

A11. Yes, in accordance with the cost principles contained in the Federal Acquisition Regulation (FAR) Part 31.

Q12. Please confirm that the only DBE forms that are required for this submission are the Executed Certificate of Assurance and the completed Prime and Sub Information form for the prime and each subconsultant.

A12. Response is forthcoming in a subsequent Addendum.

Q13. Please provide a copy of the overall project schedule inclusive of all detail for all phases through revenue service date.

A13. Please refer to the Project Schedule attachment.

Q14. Can MDT provide a detailed schedule of design and Right of Way activities?

A14. Please refer to the Project Schedule attachment.

Q15. In addendum 4 it says that we are permitted to include a project approach. Where should this be included within the document?

A15. Please refer to A5 above.

Q16. A recent addendum for the 27th Avenue Bus Way required that prime and sub-consultants have audited rates. We have rates that we have used for our transportation clients (FDOT, MDX), but we do not have audited rates and have never been required to have audited rates. Our firm has

done public involvement on numerous projects involving federal funding and that requirement has never been put into the project pre-qualifications. We are always required to submit a letter on our letter head affirming that the rates as quoted are our standard rates that we charge our clients. Any guidance that you can provide would be helpful.

A16. In case of a task involving a very small dollar amount, the County may negotiate consultant fees based on the County's cost and price analysis.

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

Attachment: Project Schedule

cc: Jesus Valderrama, MDT

