



MIAMIBEACH

City of Miami Beach, 1700 Convention Center Drive, Miami Beach, Florida 33139, www.miamibeachfl.gov
PROCUREMENT DIVISION
Tel: 305-673-7490, Fax: 786-394-4235

REQUEST FOR QUALIFICATIONS (RFQ) NO. 31-07/08 (REVISED)

ADDENDUM NO. 2

June 6, 2008

Notice to Prospective Vendors

1. A walk-through of the Convention Center has been scheduled for Thursday, June 12 at 1 p.m. The Convention Center is located at 1901 Convention Center Drive. Interested firms should meet in the Hall C lobby prior to the meeting.
2. Section II, 2b, regarding cost information, has been deleted from the RFQ.
3. The Performance Evaluation Survey has been updated. Please see Attachment 2.

RFP Updates

The Evaluation Committee shall base its recommendations on the following factors, for 100 possible points:

- a) **30 Points** – The experience, qualifications and (portfolio) of the Principal Firm, Project Manager, and professional personnel assigned to Project Team;
- b) **15 Points** – Project Implementation Strategy to comply/meet with the expedited timeframe described in this RFQ and demonstrated successful similar projects;
- c) **15 Points** – Demonstrated success in providing design or master plan services for convention centers and/or similar facilities;
- d) **10 Points** – The volume of work previously awarded to each firm in the past calendar year;
- e) **5 Points** – Current and projected (six to nine months) workloads;
- f) **5 Points** – Firm's physical location;
- g) **5 Points** – Certified disadvantaged business enterprise (DBE) participation. Either the Prime Consultant or the sub-Consultant team may qualify for proof of DBE certification. Accepted DBE certifications include the Small Business Administration (SBA), State of Florida, or Miami-Dade County;
- h) **5 Points** – Willingness to meet time and budget requirements as demonstrated by the Performance Evaluation Survey; and
- i) **10 Points** – Management Firm Financial Stability.
The following financial documents must be included in each proposal. Items a. through e. below must be audited financial statements.
 - i. Balance Sheets for prior three years
 - ii. Income Statements for the prior three years
 - iii. Statements of Cash Flows for the prior three years
 - iv. Statement of changes in Stockholder's equity for the prior three years
 - v. Notes to Financial Statements.
 - vi. Corporate/partnership federal income tax return for the last completed fiscal year.
 - vii. Credit report (i.e. Dun & Bradstreet report).
 - viii. Credit history letter(s) from financial institution(s)
 - ix. Quarterly financial statement, most recent
 - x. List of any significant litigation in the last five years in which the proposer was a

- defendant. Include a statement about the nature of each lawsuit and its outcome
- xi. List of any contracts for the proposer's management of a facility which were terminated or not renewed within the past five years, including in each the reasons for termination or non-renewal and whether the termination or nonrenewal was initiated by the proposer of the facility.

The evaluation criteria is set pursuant to Florida Statute 287.055 establishing the "Consultants' Competitive Negotiation Act (CCNA). The Evaluation Committee is ultimately responsible for determining how each proposal would eventually be scored and ranked. Their recommendation must be in accordance to the specifications noted in this RFQ and Florida Statute 287.055.

Questions & Answers

- Q1.** Will the team awarded the master plan be precluded from working on the subsequent project?
- A.** **No, the vendor awarded the master plan will be permitted to bid on the subsequent project.**
- Q2.** Will a joint venture between two firms be considered for selection to perform the work?
- A.** **Yes, the City would consider joint ventures.**
- Q3.** Will the City encourage participation by local architectural firms, perhaps by awarding additional points to teams which include local architectural firms?
- A.** **The City does encourage all architectural firms, including local firms, to participate. Section F of the evaluation criteria indicates that a firm's physical location is a factor, albeit a minor one. However, once the Evaluation Committee convenes, it will determine the point distribution for each criteria factor as set by this RFQ and Florida Statute 287.055.**
- Q4.** Will the TVS master plan and preliminary designs be available for distribution and review to potential RFP submitting firms?
- A.** **Yes. The documents are available on RFPDepot, Bidnet, and the following URL: <http://web.miamibeachfl.gov/procurement/scroll.aspx?id=30252>**
- In case you have any difficulty downloading the documents, please contact Theo Carrasco at 305-673-7000 ext. 6230 or theocarrasco@miamibeachfl.gov.**
- Q5.** Has the budget for the Miami Beach Convention Center Master Plan project been determined?
- A.** **No, a budget has yet to be determined for this project.**
- Q6.** Does the City's Vendor Prohibited Campaign Contribution Ordinance apply only to the Prime Contractor?
- A.** **No, Ordinance No. 2003-3389 relates to any person or entity who directly or indirectly made a campaign contribution to a candidate was elected as Mayor or Commissioner. The donor being the Prime Contractor, Subcontractors, and any other person or entity holding a controlling financial interest of at least 10% of a firm are disqualified from serving as a vendor to the City for twelve (12) months following the swearing in of the elected official(s).**

Attachment

1. June 4, 2008 Pre-Qualification Meeting Sign-In Sheet
2. Updated Performance Evaluation Survey

City of Miami Beach

A handwritten signature in black ink, appearing to read 'Gus Lopez', written in a cursive style.

Gus Lopez, CPPO
Procurement Director

Attachment 1 – June 4, 2008 Pre-Qualification Meeting Sign-In Sheet



MIAMI BEACH

SIGN-IN SHEET

DATE: June 4, 2008

RFQ No.: 31-07/08

TITLE: For Design of a Miami Beach Convention Center Campus Master Plan

NAME (PLEASE PRINT)	PHONE#
PAUL REINARMAN SPIUS CANDELA DMJM	305.447.3573 PAUL.REINARMAN@DMJMHN-AECOM.COM
ROB DENNIS PERKINS + WILL	305 569 1367 rob.dennis@perkinswill.com
MILENA HANUSZ w/ BORRELLI + PARTNERS, INC.	305-465-8852 MHANUSZ@BORRELLIARCHITECTS.COM
VANITA E. BORRELLI BORRELLI + PARTNERS, INC.	305-465-8852 VBORRELLI@BORRELLIARCHITECTS.COM
ANDREW MCLEAN TVS ASSOC.	404 946 6610 amclean@tvs.com
MICHAEL DAVIS THORNTON TOMASETTI	954 522 3690 MDAVIS@THORNTONTOMASETTI.COM
PATRICIA CARIPA RTKL ASSOCIATES INC.	786-268-3286 pcaripa@rtkl.com
VICTOR RODRIGUEZ RTKL ASSOCIATES INC.	786-268-3219 vrodriguez@rtkl.com
DAVID GREUSEL HOK VENUE	816-221-1500 david.greusel@hoksve.com
Nestor Fernandez URS CORP.	786. 229. 7598 nestor_fernandez@urscorp.com



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SIGN-IN SHEET

DATE: June 4, 2008

RFQ No.: 31-07/08

TITLE: For Design of a Miami Beach Convention Center Campus Master Plan

NAME (PLEASE PRINT)	PHONE#
Tom Osburn URS Corp.	786 - 229 - 8281 toburn@urscorp.com
Doug Tober SMB/ Miami Beach Convention Center	305-673-7312 dtober@smbc.com
Max Selzer CMB	673-7577
Stephanie Theard CSA Group	(305) 461-5484 ext. 7342
ALBERTO LLORENTE B&B/CSA	(305) 461-5484
SURIYAFFAR ZYSCOVICH INC.	305-372-5222
BERNARD ZYSCOVICH	u
YOUNG MOON SWANKE HAYDEN CONNELL ARCHITECTS.	305. 536. 8600
CATALINA GONI SWANKE HAYDEN CONNELL ARCHITECTS	305 536 8600 goni.c@shca.com
GFA International Jim Twining	954-520-4783 jtwining@teamgfa



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SIGN-IN SHEET

DATE: June 4, 2008

RFQ No.: 31-07/08

TITLE: For Design of a Miami Beach Convention Center Campus Master Plan

NAME (PLEASE PRINT)	PHONE#
TOM WESTBERG ARQUITECTONICA	305.372.1812 twestberg@arquitectonica.com
ERNESTO GARCIA HEERY.S&G.	305.441.1556 EGARCIA@HEERY.COM.
ARI SKLAR ARCHITECTURE SKLAR Architecture	954-925-9292 x102 ARI@SKLARARCHITECT.COM
Charles Nyarko, AIA Nyarko Architectural Group	305-820-3555 cnyarko@nyarkoarchitect.com
SAM NIFAH	Nifah & Partners (305) 969-9195 snifah@nifahpartners.com
Kristi Kimura	LUNA Architects (206) 682-3400 kkimura@lunaarchitects.com
CHARLET LYNCH / CMTS FLORIDA, LLC	CLynch@cmtsinc.com (954) 540-5294 (954) 501-9197
Theo Carrasco	x6230

.com

(305) 969-9195

* on phone

Attachment 2 – Updated Performance Evaluation Survey



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PERFORMANCE EVALUATION SURVEY RFQ 31-07/08

Company Name: _____

Point of Contact: _____

Phone and email: _____

Please evaluate the performance of the Consultant Firm and/or Project manager (1 – poor; 10 - excellent).

NO	CRITERIA	UNIT	
1	Ability to perform scope of work	(1-10)	
2	Ability to communicate effectively and efficiently	(1-10)	
3	Ability to provide services within the required timeframe.	(1-10)	
4	Quality and accuracy of work	(1-10)	
5	Professionalism	(1-10)	
6	Overall customer satisfaction based on performance and quality of services (comfort level in hiring again)	(1-10)	
7	Demonstrated success in providing design or master plan services	(1-10)	

Overall Comments:

Company providing Referral: _____

Contact Name: _____

Contact Phone and e-mail: _____

Date of Services: _____

Dollar Amount for Services: _____

Please return this questionnaire to Theo Carrasco by June 20, 2008 via fax: 786.394.4624 or e-mail theocarrasco@miamibeachfl.gov