

**CITY OF NAPLES
PURCHASING DIVISION
CITY HALL, 735 8TH STREET SOUTH
NAPLES, FLORIDA 34102
PH: 239-213-7100 FX: 239-213-7105**

ADDENDUM NUMBER 2

NOTIFICATION DATE:	SOLICITATION TITLE:	SOLICITATION NUMBER:	BID OPENING DATE & TIME:
3/18/2020	South Golf Drive Design Engineering Services - FDOT (Financial Project 440437-1-38-01) - RFP	20-035	3/30/2020 2:00PM

**THE FOLLOWING INFORMATION IS HEREBY INCORPORATED INTO,
AND MADE AN OFFICIAL PART OF THE ABOVE REFERENCED BID.**

The following clarifications are issued as an addendum identifying the following changes for the referenced solicitation.

1. Attached "Exhibit A" is revised page 26, this page replaces in its entirety the originally published page.
2. Attached "Exhibit B" is revised page 34, this page replaces in its entirety the originally published page.

The following answers to written submitted questions:

1. Can you please confirm the limits of the project? The description states "along the South Golf Drive corridor, approximately 2.54 miles, between Gulf Shore Blvd North and US 41" but South Golf Drive is only approximately \pm 0.7 miles between Gulf Shore Blvd North and US 41.

ANSWER: Please refer to attached Exhibit A.

2. Can a civil engineering firm apply for the areas of work they are FDOT qualified for? Ex. A civil engineering firm is FDOT qualified for 3.1 Minor Highway work; can a proposal be provided for just this portion or are you looking for a fully assembled team meeting all of the FDOT qualifications?

ANSWER: Bidders must have a full team that is qualified that must meet all the listed qualifications as noted on page 27 under Section D for the bid document.

3. RFQ pg. 11 included a "Statement of No Bid/Proposal" form. which seems to be related to a continuing services contract.
 - a. RFQ pg. 11 included a "Statement of No Bid/Proposal" form. which seems to be related to a continuing services contract.

ANSWER: Pursuant page 11 of the bid document "If you do not intend to submit a bid or proposal on this requirement, please complete and return only this page."

IMPORTANT MESSAGE

PLEASE ACKNOWLEDGE RECEIPT OF THIS ADDENDUM ON THE BID COVER SHEET.

4. RFQ pg. 24 includes a form titled “City of Naples Release and Affidavit Form”

- a. Is this form to be completed and returned with the submittal
- b. If so, what section of the response should this form be included

ANSWER: Pursuant page 25 of the bid document, this form is not required to be submitted with your bid submittal.

5. RFQ Pg. 26, C. Project provides the project limits and length as “South Golf Drive corridor, approximately 2.54 miles, between Gulf Shore Blvd North and US 41.”

- a. RFQ Pg. 26, C. Project provides the project limits and length as “South Golf Drive corridor, approximately 2.54 miles, between Gulf Shore Blvd North and US 41.”
 - i. Please confirm the project limits.
 - ii. Please clarify the project length

ANSWER: Please refer to attached Exhibit A.

6. RFQ pg. 33, 4. Selection Criteria

- a. Please clarify what submittal items and narratives are included under the category of “Specified Supplemental Information”

ANSWER: Please refer to page 34 of the bid document.

7. What day will addendum answering questions be released?

ANSWER: Please refer to page 3, section 12 of the bid document.

8. Will the City consider extending the submittal due date?

ANSWER: Not at this time.

9. Please clarify the number of reference forms required by the RFQ. The required amount of reference seems to be excessive and we want to confirm the RFQ is correct in requiring a potential 9+ reference forms to be completed for the firm and staff.

On pages 33-34 Tab 2- Qualifications & Experience of Firm & Sub-Firms, 3rd bulleted item (top of pg. 34) states:

- Provide three (3) client references for similar public projects. Send the attached reference questionnaire to the client who will submit the completed form directly to the City.”:
 - Please confirm the references required in this section are for the submitting FIRM only and not staff related.

ANSWER: Pursuant of page 33 Tab 2 of the bid document “Qualifications & Experience of Firm & Sub-Firms”

10. On page 34 Tab 3 - Qualifications & Experience of Person(s) Assigned to the Project, 4th bulleted item states:

- Provide three (3) client references for similar projects led by the proposed Project Manager and each major task leader completed within the past 5- years. Send the attached reference questionnaire to the client who will submit the completed form directly to the City.”

IMPORTANT MESSAGE

PLEASE ACKNOWLEDGE RECEIPT OF THIS ADDENDUM ON THE BID COVER SHEET.

- Please confirm the references required are for the PROJECT MANAGERS experience only.
- Please confirm the county is expecting over 6 references (3 for the project manager + 3 for each task leader) to be in compliance with the RFQ requirements.
- Would the county consider removing the requirement for references for the major task leaders? This requirement seems excessive in comparison to comparable RFPs for LAP funded projects.

ANSWER: Please refer to attached Exhibit B.

Exhibit A - Revised page 26

Exhibit B - Revised page 34

###

IMPORTANT MESSAGE

PLEASE ACKNOWLEDGE RECEIPT OF THIS ADDENDUM ON THE BID COVER SHEET.

City of Naples, FL
South Golf Drive Design Engineering Services - FDOT (Financial Project 440437-1-38-01) Design, Engineering, Permitting, Construction Engineering Inspection & Associated Tasks

Under Consultants Competitive Negotiation Act; Chapter 287.055, Florida Statutes

RFP No. 20-035

PROJECT REQUIREMENTS AND SPECIFICATIONS

A. PURPOSE OF REQUEST

The purpose of this Request for Proposal (RFP) is to contract with a firm to provide design and engineering services related to complete streets initiative improvements in the City of Naples, Florida along South Golf Drive.

This RFP has been developed to solicit information from consulting engineering firms (or teams of firms) proven to be qualified and experienced in civil, roadway, transportation engineering, water and sewer utilities, stormwater management, landscape architecture, including street scape design and construction supervision. Firms submitting must have expertise in roadway, sidewalk and drainage design and permitting services and any other requirements that the Florida Department of Transportation (FDOT) may impose in the Local Agency Program (LAP) Agreement for this project. Individuals and firms properly registered in the State of Florida are encouraged to submit their qualifications for consideration.

B. BACKGROUND

- City of Naples Pedestrian and Bicycle Master Plan 2013 Update, approved by City Council Resolution 13-13305
- Blue Zone Resolution 14-13549
- Financial Project Number: 440437-1-38-01

C. PROJECT

The principal intent of this project is to apply a complete street initiative along the South Golf Drive corridor, approximately 0.71 miles, between Gulf Shore Blvd North and US 41. Work shall include survey, engineering, permitting, utility coordination, and public involvement. The complete street initiative would include the safe design of a multimodal transportation corridor including new sidewalk(s), parking spaces, buffered bike lanes, stormwater infrastructure, traffic calming, landscape, and irrigation improvements.

Items of concern or challenge along South Golf Drive includes:

- Pedestrian safety and connectivity
- Bicycle safety and connectivity
- Street image
- Lane requirements and alignment

TAB 3 - Qualifications & Experience of Person(s) Assigned to the Project (Max. 6 pages)

- Provide a staff organization chart. Identify key individuals involved on this project, their affiliation and office location. Please indicate which individuals will attend the proposed interview.
- Provide a Team organization chart and identify on the organization chart where the project will be managed from (office locations) and where the various work components will be done (office locations).
- For each staff member identified in the organization chart, provide a brief overview of their relevant experience. Detail resumes can be provided in the “All Other Items” section below. The brief overview should identify the individual experience on similar projects and their availability to support this project.
- Provide contact information for three (3) project/client references for similar projects led by the proposed Project Manager completed within the past 5-years.

TAB 4 - Project Understanding and Approach (No page limit)

- Demonstrate understanding of the project’s opportunities and challenges.
- Identify the potential project challenges and how you would recommend that each be addressed, particularly with private property owners along the corridor.
- Provide your firm’s approach to managing and conducting the 60%, 90%, and 100% City Council and FDOT reviews and discussions.
- Identify the permits that will be required to be submitted and how would you propose to proceed to ensure that permits are obtained quickly.
- Provide your firm’s approach to public involvement.

TAB 5 - Schedule for Completion (Max. 5 pages)

- Provide a detailed proposed Milestone Schedule that illustrates the total project time to complete this project. **Milestone Schedule must be submitted in Microsoft Project format.** For these purposes assume the schedule to begin on June 1, 2020 and continue through the Notice to Proceed for construction.

TAB 6 - Specified Supplement Information (No page limit)

- Items included in this tab should be supplement information for items included in TABs 2 through 6.
- Location of firm(s) and team members in proximity to Naples.
- Provide detail (up to two pages) of resumes of key team members.
- Any other information deemed important to the proposer to demonstrate capabilities to meet this project opportunities.
- Any other item indented in RFP to be submitted or you believe should be submitted to demonstrate the firm’s (or team’s) qualifications