



WEST PALM BEACH

Purchasing Department

**Addendum 1
RFQ 17-18-401
January 26, 2018**

26th Street Stormwater Improvements

Each recipient of this Addendum acknowledges all of the provisions set forth in the Request for Qualifications (RFQ) and agrees to be bound by the terms thereof.

This addendum shall modify, clarify, change or add information and become part of the above referenced RFQ.

This Addendum shall provide the following information:

- Pre-proposal meeting attendance and notes
- Dropbox link to RFQ documents

The following documents are included with this addendum:

- Addendum 1 RFQ 17-18-401
- Addendum 1 RFQ 17-18-401 Corps Permit Currie Park
- Addendum 1 RFQ 17-18-401 DEP Currie Park Permit
- Addendum 1 RFQ 17-18-401 DEP Permit Requirement for Commencement
- Addendum 1 RFQ 17-18-401 Downtown & Currie Park Areas Master Plan Update, For Reference Only
- Addendum 1 RFQ 17-18-401 Executed FWC Permit FUWM-16-001.pdf
- Addendum 1 RFQ 17-18-401 Pre-proposal meeting agenda
- Addendum 1 RFQ 17-18-401 Pre-proposal meeting attendance
- Addendum 1 RFQ 17-18-401 USCG Ltr No Objection 2 Shallow Draft si.pdf
- Addendum 1 RFQ 17-18-401 USCG Paton Permit Currie Park.pdf

Pre-proposal Meeting Notes

- I. Sign-In
- II. Introductions
 - a. See attached Sign-in Sheet
- III. Proposals are due ~~February 1, 2018~~ **February 8, 2018** at 3:00 pm

IV. All proposals must be delivered to:

Patricia Armstrong, Senior Purchasing Agent
City of West Palm Beach, Procurement Division
401 Clematis Street, 3rd Floor
West Palm Beach, FL 33401
Fax No. 561-822-1564
E-mail: parmstrong@wpb.org
Reference RFQ 17-18-401

V. The goal for Small Business Participation is established at **ten (10) %**. A directory of certified SBEs and Certified CCNA firms is included on the solicitation webpage

VI. All RFQ documents and an audio file of the pre-proposal meeting can be found at this Dropbox link:
<https://www.dropbox.com/sh/lqarvwzfkqi626/AAClrLtn4FlvSzQQsHwU0qBa?dl=0>

VII. Scope Review

Pre-proposal Meeting Notes

- **Firms are reminded of the “No Lobbying” clause and that violation may result in disqualification**
- **The project includes multiple phases**
- **Responding firms are expected to have experience with utility improvement projects in a residential neighborhood**
- **Services are to be maintained during construction**
- **Responses should include a detailed approach to the project; discuss your firm’s innovations and/or novel approach to challenges**
- **The use of a Public Relations firm may be helpful for presentations to the City’s Commissioners and public outreach activities**
- **The Stormwater Master Plan modeling was done in ICPR 3. The model input for this drainage basin can be obtained but will likely need to be refined for this project.**

Questions and Answers

Question 1: Will the RFQ due date be extended?

Answer

Yes; the new due date is February 8, 2018 at 3:00 PM

Question 2: How much public outreach activity is expected for this project?

Answer

The intent is for the awarded consultant and the City to jointly develop a public outreach scope when the detailed scope of work for the contract is established. The proposed activities should be included in the RFQ response.

Question 3: Is Phase III of the project funded?

Answer

As indicated on page 11 of the RFQ, the work in Phase III is intended to be accomplished in future years as needed and as determined by the City. The amount of work is not certain and is not guaranteed. This means the projects within Phase III are not currently funded.

Question 4: For Phase I of the project will consultant still provide the 60/90% plans if the City uses Construction Manager at Risk for the construction work?

Answer

Until the final scope of work is determined for each project phase, the terms of the Sample Contract in the RFQ will govern.

Question 5: When does the City expect evaluation of the pipe sections?

Answer

The stormwater pipe evaluation within Currie Park is being initiated. The condition assessment report is expected within 2 – 3 months.

Question 6: Are inspections required for this project?

Answer

It is anticipated the selected consultant will provide construction phase services as outlined in the Sample Contract included in the RFQ.

Question 7: If the prime consultant is been pre-qualified on the types of work stated on the RFQ, is the subconsultant still required to be pre-qualified ?

Answer

If the subconsultant is performing work that is one of the CCNA categories, yes the subconsultant must be CCNA certified by the City by time of contract award.

Question 8: Is the subconsultant required to be pre-qualified in all the listed types of work or only in the type of work they will do for the project?

Answer

The subconsultant should be pre-qualified in the type of work they will complete for the project.

Question 9: It was mentioned in the pre-bid meeting that the stormwater pipe in Currie Park was being evaluated by others. Can the City provide a copy of this evaluation report and any other evaluations that have been done for the pipes included in this RFQ?

Answer

See Answer to Question #5 above.

Question 10: Has the City conducted any planning or development planning for the Northwood area for future land use and level of service analysis?

Answer

Yes.

Question 11: Can the City provide a copy of the permits for the Currie Park dredging and boat ramp improvement permits?

Answer

Included with this addendum are the following permits for the Currie Park Boat Ramp Project:

- FDEP ERP 50-0152473-005 (Permit and Commencement of Permit Compliance)
- FWC Florida Uniform Waterway Marker
- USCOE Permit No. SAJ-2015-02189 (SP-AAZ)
- U.S. Coast Guard No Objection Letter
- U.S. Coast Guard Private Aids to Navigation Application

Question 12: Can the City confirm that the sanitary sewer force main on 26th Street is located north of the median as shown on the provided exhibit?

Answer

City's record information indicates that the 14-inch force main follows the south curbline of the median. It is parallel to the existing gravity sewer line between Poinsettia Avenue and Flagler Drive

Question 13: Have the estimated sewage flows from the proposed development in the area (as shown on Exhibit H) to be sent to Lift Station #23 been evaluated? If so, can this information be provided?

Answer

Yes. See "Downtown and Currie Park Areas Master Plan Update, For Reference Only" document included in this addendum. Note that the developer project is currently dormant and may not move forward as initially proposed.

Question 14: On Exhibit E the forcemain is shown as 42", but Exhibit F and language in the RFQ reads the forcemain is 14" C.I.P. Please clarify.

Answer

The 42" on Exhibit E refers to the gravity sanitary sewer main. The existing force main is 14" CIP.

Question 15: On Exhibit G page 1 of 2, which is the North R/W and which is the South R/W?

Answer

The Conceptual Typical Roadway Cross Section is looking east with the North R/W on the left and South R/W is on the right.

Question 16: Can the proposal cover letter be a single double-sided page or two pages instead of one page?

Answer

Yes.

Question 17: Can City of West Palm Beach staff be used as references in Section 5 of the RFQ response?

Answer

No.

Question 18: The RFQ Minimum Requirements section states that key project personnel must be registered as professional engineers in the State of Florida. Does this mean that non-engineer staff cannot be include as key staff in the resume section?

Answer

Key staff must be licensed or certified, if applicable, for the type of work they will perform during the project. As an example, Staff listed as performing engineering or surveying work must be licensed as a professional engineer or surveyor by the state of Florida. Staff members performing work such as project management or public outreach are not required to be licensed or certified and can be listed as key staff.

Question 19: Is the \$2 Million estimated Budget for the Stormwater Improvements only and does that include the Engineering costs?

Answer

\$2 Million is the budget for the stormwater improvements in Phase I. This is the only component that is currently funded from the Public Utility Bond. Additional funding (either from Bond or CIP budget) is being secured to accomplish the improvements of the water main, sanitary sewer, and force main within Phase I project limits which include the intersection of Poinsettia Avenue and 26th Street.

Question 20: What is the total budget for each Phase (I-III) for the project, including water and sanitary sewer improvements?

Answer

See Answer to Question # 19 for Phase I budget. The total budget is not available at this time as the proposed work in Phase II and III is to be accomplished in future years.

Question 21: What is the dollar amount of the Bond and is the entire project under the Bond Program or just the Stormwater Improvements?

Answer

See Answer to Question #19 above.

Question 22: What Software Program has the City used to model the stormwater system? Does the City have a preferred program?

Answer

ICPR 3 was used for the stormwater master plan. The consultant will select the model to use to evaluate the existing drainage system.

Question 23: There are discrepancies in the project description for Phase I (on page 6) and the Utility Map on Exhibit E. The project description calls out a 48-inch VCP gravity sanitary sewer system but the map (Exhibit E) indicates a 42-inch line. Also the project description calls out a 24-inch gravity sanitary sewer line upstream of Lift Station No.23 but the map indicates a 12-inch line. Please provide the correct pipe size.

Answer

There are discrepancies in available record information in terms of pipe size, pipe material, and system connectivity. CCTV and survey information along with field investigation by the awarded firm will determine system information. Within Currie Park, system maps show there are parallel incoming gravity mains to LS 23 – The gravity pipe on the north is 12-inch in diameter and the gravity main on the south is 24-inch.

Question 24: Page 13, Section 2 - Evaluation Criteria No. 5 states: "Firm capacity in terms of financial viability and ability to provide required insurance". Other than the required Insurance Certificates what other financial documents are required? Please specify.

Answer

Including an Insurance Certificate in the RFQ response is sufficient.

Question 25: Is the awarded consultant expected to hire a subcontractor for the CCTV of existing utilities and pipes or will the City complete the work and provide the videos and reports for evaluation?

Answer


The awarded consultant should have a CCTV contractor identified on the project team to perform any CCTV work that the City is not able to complete prior to having the signed contract in place with the awarded consultant.

All of the other information remains the same.

Proposers must acknowledge receipt of this Addendum 1 in the space provided below. This Addendum forms an integral part of the RFQ documents and therefore must be executed. Failure to return this addendum with your proposal submittal may be cause for disqualification.

Issued By: City of West Palm Beach
Procurement Division
January 26, 2018

Signed By:


Patricia Armstrong
Sr. Purchasing Agent

PROPOSER: _____

Signed By: _____

Print Name: _____

Title: _____

Date: _____

End of Addendum 1