



**REQUEST FOR QUALIFICATION (RFQ) No. 22-05
TOWN OF CUTLER BAY
DESIGN SERVICES FOR 16-ACRE
LEGACY PARK AND MUNICIPAL COMPLEX**

TOWN RESPONSES TO QUESTIONS

Question No. 1:

Will the firms who participated in the design of the Executive Summary (Valle, Valle and Partners) and designed the Green Master Plan be allowed to propose for this RFQ?

Answer:

Yes

Question No. 2

Will Civil Engineering Services be contracted separately by the Town, and will not be required as part of this RFQ/Contract?

Answer:

The Town has decided that the Civil Engineering Services should be contracted by the A&E team, and thus is now part of the RFQ/Contract. Addendum #2 will be issued adding this scope to the project.

Question No. 3

How does the Town plan to contract the Civil Engineering Services (Existing pool of consultants or separate contract/RFQ)?

Answer:

The Town has decided that the Civil Engineering Services should be contracted by the A&E team, and thus is now part of the RFQ/Contract. Addendum #2 will be issued adding this scope to the project. The Civil Engineering firm of Kimley Horn, that is currently assisting in Brownfield Site Assessment Report Services for the Town, will be allowed to be a part of any A&E team for the project.

Question No. 4

Is there an assumed construction budget for the park?

Answer:

Not currently. The Town's General Obligation Bond totals \$37 million, and we have not provided a breakdown.

Question No. 5

Is there a budget/estimate for the design services, as defined in the RFQ?

Answer:

Not currently. The Town's General Obligation Bond totals \$37 million, and we have not provided a breakdown.

Question No. 6

Under Scope of Services, Paragraph 2 states that "the Architect shall include the following services as part of their scope." Does this dictate that specialty consultants be retained as part of the team, or can the "service" be provided by the base A&E team if they possess the necessary knowledge? For example: parking garage consultant; furniture design (is this intended for built-in or procured furniture); vertical transportation; and acoustical vibration consultant?

Answer:

The services may be provided by the base A&E team if they are qualified.

Question No. 7

Please elaborate on the intent of the Wind-Wake Engineering Consultant. Is the town contemplating using windmills?

Answer:

Not currently.

Question No. 8

Paragraph 8 states that the Town will employ early on-boarding of the Construction Manager. Under Scope of Services, it requires the A/E to provide cost estimating, cost management, etc. to save the Town consultant fees. Would the Town consider removing these services from the A&E's scope of work if a CM will be employed during design?

Answer:

The A&E team should provide cost estimating and cost management as it pertains to their design, i.e. understanding value design and costs of proposed materials.

Question No. 9

At the RFQ Response Meeting, it was stated that the Project Program would be provided to the short-listed firms. To better understand the design team composition, would the Town consider providing the size of the garage?

Answer:

The size of the garage has not yet been determined.

Question No. 10

Please clarify if project design schedule of 1 year includes permitting. On page 3, Project, it insinuates that it includes permitting.

Answer:

The design schedule of one (1) year does not include the actual permitting (i.e. permit in hand), but does include all documents be submitted for permitting within the one (1) year time frame.

Question No. 11

Same paragraph states that the services include “peer review.” Please clarify if the Town will retain the services of a “peer review.” It is uncommon for the design firm to select the peer review entity.

Answer:

The Town will employ its own third-party reviewers.

Question No. 12

For this Design Services RFQ response, will Subconsultants be allowed to submit on multiple “Prime Firm” teams?

Answer:

Yes

Question No. 13

Would the Town of Cutler Bay consider extending the current deadline for questions and the deadline for the final RFP submittal for the Design Services for the 16-Acre Legacy Park and Municipal Complex project?

Answer:

No, the Town will not extend the deadline for questions or for the final RFP submittal.

Question No. 14

What will be the composition of the selection Committee?

Answer:

The selection committee will be appointed by the Town Manager and will be composed of three (3) department heads.

Question No. 15

Will associations between two architectural firms be allowed?

Answer:

Yes

Question No. 16

I know this is for design services, but I'm wondering if there's been any thought to the delivery method of the facilities, whether it's a team at risk or hard bid?

Answer:

The delivery method has not yet been decided.

Question No. 17

Does this project provide any points or required set-asides for local businesses, women, minority owned, and emergency small businesses?

Answer:

No

Question No. 18

Is there an assumed architectural style to be considered—for example, Mediterranean, or historic—based on design guidelines that Cutler Bay has in place?

Answer:

There is no assumed architectural style. Please refer to the Executive Summary for Town residents' thoughts on previously proposed styles.

Question No. 19

The drawing that is shown as a rendering on the front table of contents to the package, when you go to Cutler Bay's website you can find a series of drawings of the complete Park area. Has that drawing been adopted as the approved schematic plans? Is there any discussion as whether it was preferred or not preferred, or any comments on that? Because it was pretty extensive.

Answer:

None of the conceptual drawings on the Town's website have been adopted or approved, and none have been discussed as a preferred design.

Question No. 20

Are you looking for the Prime to submit the completed team, or will that be at the time of the RFP?

Answer:

The full team that will participate on the project should be presented during the RFQ.

Question No. 21

Are you expecting for the RFQ portion for the full teams to be assembled, or will that be after you shortlist?

Answer:

The full team that will participate on the project should be presented during the RFQ.

Question No. 22

Will the town website have the sign-in sheet, both in person and online attendance, posted?

Answer:

The sign-in sheet, both in person and virtual has been posted to the Town's website.

Question No. 23

My question is as part of the disciplines that you mentioned in the RFQ you have equipment plan. Is this for playground equipment or multiple types of equipment?

Answer:

Multiple types of equipment, some still to be determined, however both an FF&E equipment planner and a playground equipment planner should be included at this time.

Question No. 24

Will you guys be requiring a spec book for the project?

Answer:

Yes

Question No. 25

I saw there is a 20-page maximum. Would you expect to see the resumes of every person on the team assembled, or only some of the main principles?

Answer:

You should include the resumes of everyone who will be working on the project.

Question No. 26

Is there a program established for the buildings?

Answer:

No, there is not a program currently established. Based on the Town's General Obligation Bond questions, the site will be comprised of a park, community center, and a municipal building.

Question No. 27

Will the Town make the Brownfield environmental design standards available on their website?

Answer:

Yes, all the Brownfield information has been uploaded to the Town's website.

Question No. 28

Will the site survey of the existing property be available, and will it be uploaded for the shortlisted firms?

Answer:

Yes, the survey information has been uploaded to the website.

Question No. 29

What is the value of the stipend for the design package for the RFP?

Answer:

A monetary value has not been decided.

Question No. 30

Will there be a scheduled walkthrough of the existing City Hall and police station prior to the shortlist?

Answer:

No

Question No. 31

Will the recording of this meeting be available to view online? If so, where and when?

Answer:

Yes, the recording of this meeting is available now on the Town's website at: <https://www.cutlerbay-fl.gov/publicworks/page/rfq-22-05-design-services-16-acre-legacy-park-and-municipal-complex>

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