



*Request for Proposals
Construction Manager at Risk
Stadium Site Parking*

RFP No. 08-09-056

Mandatory Pre-Proposal Conference

July 13, 2009



Cone of Silence

- **Cone of Silence is in effect until the City Manager makes a recommendation for award**
 - Lifted solely for the Pre-Proposal Conference
 - Back in place at the conclusion of this Conference
- **All communications must be in writing**



Pre-Bid Conference

- Attendance at Pre-Proposal Conference is Mandatory
- A representative of each firm must sign-in to meet the requirement
- Once sign-in sheets are collected no one will be permitted to sign in to qualify as attending
- Failure to attend or sign-in will result in the rejection of a submitted response.



Copies of the RFP Documents

- Copies of RFP Documents are available at:

<http://www.miamigov.com/CapitalImprovements/pages/ProcurementOpportunities/Default.asp>

- The RFP includes a total 20 documents
- No printed copies are available



Key Dates

- **RFP Issued**
 - July 2, 2009
- **Pre-Proposal Conference**
 - July 13, 2009
- **Additional Information/Clarification Deadline**
 - July 23, 2009
- **Response Submission Date & Time**
 - August 3, 2009 at 2:00 PM



Scope of Project

- 4 free standing mixed-use parking garages
- 6 paved & lighted surface lots with approximately 950 spaces
- 6,000 approximate number of total parking spaces
- Approximately 60,000 sq ft of retail space on the ground floors of 3 parking garages
- Area for future development located along the south side of 2 parking garages



Response Submission

- Responses must be submitted to:
 - City Clerk's Office, 3500 Pan American Drive, Miami, FL
- Submit 1 original & 7 copies
- Identify RFP number and title on outside of package

LATE SUBMISSIONS OR RESPONSES DELIVERED TO ANOTHER LOCATION WILL BE CONSIDERED NON-RESPONSIVE



Marlin Stadium Issues

- **Construction Administration Agreement (CAA) between the Stadium Developer, the County and the City for the construction of the Baseball Stadium and Public Infrastructure is part of the RFP**
- **Parking Agreement between the Stadium Developer, the County and the City for the construction and use of the parking facilities is part of the RFP**

Notes:

- **Each of these documents contain requirements that affect the Project for the Parking Facilities**
- **The work on the Baseball Stadium and Public Infrastructure take priority over the construction of the Parking Facilities**



Request for Information

- All communications must be in writing to:
 - Gary Fabrikant – gfabrikant@miamigov.com
 - Mayren Franco – mfranco@miamigov.com
- Submit Copy to tchircut@miamigov.com
(City Clerk's Office)



Addendum

- **All changes to the RFP will be issued in writing via an addendum**
- **All addendum will be posted on the CIP webpage**
 - **Sole responsibility of the Proposer to check the CIP website for any addendum**
 - **No hard copies of any addenda will be issued**
- **The 1st addendum will include the following changes to several of the standard forms:**
 - **Initially posted RFP-CM (Qualifications of Construction Manager) has been deleted and replaced**
 - **Initially posted RFP-CM-R (Reference Letter for Consultant's CM) has been deleted and replaced**
 - **RFP-CS and RFP-CS-R have been renamed to the new RFP-CM & RFP-CM-R**
 - **RFP-PE-R (Reference letter for Construction Manager at Risk has been replaced.**
- **If you have downloaded these forms prior to this meeting please obtain the new forms**



RFP Submittals

- Responses consist of two parts
 - Technical Proposal
 - Fee Proposal
- Each part must be submitted in a separate sealed container/envelope with the title clearly marked on the outside as to Fee Proposal or Technical Proposal
- Do not submit the Technical and Fee Proposals together in the same envelope. The Response will be considered non-responsive
- A Proposer can only be involved with one Response



Proposal Bond

- **Proposal Bond of \$50,000 must be included with the Technical Proposal**
- **Do not submit the Proposal Bond with the Fee Proposal as the Response will be non-responsive**



Minimum Requirements

- Proposer must have a minimum of 5 years experience under its current name
- Successfully completed 2 projects that included a parking structure component with a cost \geq \$30,000,000
- Joint Ventures
 - Each firm must meet the requirement of 5 years experience under its current name
 - Lead firm must meet the minimum requirement of having successfully completed 2 projects that included a parking structure component with a cost \geq \$30,000,000
 - Copy of joint venture Agreement must be submitted with Response
 - Attachment B must be submitted with the Response



Rejection of Responses

- Proposer must complete and include in its Response all of the required forms, documents, and information
 - Failure to submit the required forms, documents and information will result in the rejection of a bid as non-responsive
 - City may waive minor informalities
- Responses will be disqualified upon evidence of collusion or other illegal practices
- Responses will be rejected as non-responsive where the City determines that substantially inaccurate, misleading, exaggerated or incorrect information is provided
- Responses from Proposers in arrears to the City or where the City has an open claim against a Proposer will be rejected as non-responsive
- Substitution of Key Personnel prior to award will result in rejection of the Response



Small Business/Local Workforce

- **City will be using Miami-Dade County's CSBE/CWP Programs**
 - Applicable only to City of Miami Businesses & City of Miami labor workforce
 - Preliminary CSBE and CWP goals of 15% for each for trade work
 - Preliminary 8.5% CSBE goal for CM management
 - Final Goals to be established in conjunction with Miami-Dade County's Small Business Development office
- **Proposers must also comply with the City's First Source Hiring Agreement**



Clearinghouse Sources

- **Some of the clearinghouses that can be used to assist in meeting the CSBE and CWP measures**
 - **South Florida Workforce**
 - **Carrie Meeks Foundation**
 - **Miami Works**
 - **Laborer's International Union of North America Local 1652w**



Agreement Execution

- By submitting a Response, Proposers agrees to execute the Agreement without revision
- Proposers may request clarifications & submit comments concerning the Agreement for the City's consideration
- City at its sole discretion may negotiate changes in the Agreement terms & conditions of Fees during the negotiation process



Insurance

- City will be using an Owner Controlled Insurance Program (OCIP)
 - Details on OCIP can be found in Attachment A
 - OCIP will be administered by Brown & Brown Insurance
- Construction Manager will be required to also provide insurance
 - Most will be for off-site insurance except for automobile



Technical Proposal

● Consists of Nine Sections

1. Proposal Cover Letter
2. Narrative
3. Qualifications of Proposer
4. Qualifications of Project Team
5. Qualifications of Project Manager & Construction Superintendent
6. Project Methodology
7. Project Scheduling
8. Project Experience
9. Small Business & Local Workforce Participation

**Only submit the forms, documents, & information requested.
Any additional information will not be considered**



Fee Proposal

- Covers fees for Pre-Construction services and for Construction Management services
 - Must be submitted separately from Technical Proposal
 - Will be evaluated after the Technical Proposal evaluation has been completed
 - Subsequent to selection of successful Proposer the City may further negotiate these fees
 - Formula contained in the RFP will be used to determine the number of points obtained for each Response



Evaluation/Selection Process

- Responses will be reviewed for “responsiveness”
- Selection Committee will evaluate the Technical Proposals
- Selection Committee may request, at its sole option, that Proposers attend an interview session
- Technical Proposals scoring will be determined
- Fee Proposals will be opened
- Technical and Fee Proposals scoring will be combined to determine final score and ranking
- Selection Committee’s recommendation will be submitted to the City Manager for review
- The City may conduct further negotiations
- City Commission will consider the award



Evaluation Criteria

- Qualifications of the Proposer Maximum 30 points
- Qualification of Project Team Maximum 30 points
- Project Methodology Maximum 15 points
- Project Experience Maximum 20 points
- Small Business/Local Workforce Participation Maximum 15 points
- Fee Proposal Maximum 30 points
- Bonus Points
 - 3 or more CM at Risk Projects with parking component \geq \$30,000,000 – 1 point
 - 2 or more stand alone parking structures \geq \$30,000,000 – 1 point



Questions

Questions?