

# MIAMI BEACH

Procurement Department  
1755 Meridian Avenue, 3<sup>rd</sup> Floor  
Miami Beach, Florida 33139

## REQUEST FOR LETTERS OF INTEREST RFLI 2018-019-WG OUTDOOR SKATE PARK

**1. Introduction and Purpose.** The City of Miami Beach, Florida (hereinafter referred to as the “City”) is a center for outdoor fitness and recreation activities. The City desires to consider building a temporary outdoor skate park of approx. a minimum of 7500 sq. ft. to be located on a vacant lot which lies West of Collins Avenue between 82nd and 83rd Street, specifically, on the South side of the lot, working around existing trees, which would include the furnish and installation of concrete slabbing where applicable, outdoor skate park equipment and fencing of the skate park perimeter. To this end, the City wishes, through this Request for Letters of Interest (RFLI), to receive information from companies who have experience in installation and designing of skate parks and who have an understanding of these types of facilities.

Interested parties should submit information in accordance with Section 2 of this RFLI.

Any questions regarding this RFLI should be submitted to William Garviso, Procurement Contracting Officer II, at [williamgarviso@miamibeachfl.gov](mailto:williamgarviso@miamibeachfl.gov) or 305-673-7490.

The City is not required to act upon any information obtained through this RFLI. The City may consider releasing a competitive solicitation as a result of the information obtained via this RFLI, may pursue a procurement based on the purchase authorities expressed in its administrative code, or may take no action as a result of this RFLI.

**2. Response Requirements:** Submit one (1) hard copy “original” marked as such, and one (1) electronic copy (CD-ROM, USB flash drive, etc.). In keeping with the City’s sustainability program, RFLI hard copies should be printed when possible on paper containing a high level of post-consumer recycle content. Responses should contain the following:

**2.1. Respondent Information. Including:**

1. Company legal/registered name.
2. Company mailing and physical address.
3. Company Website URL (if available).
4. Name of company representative that will be the primary point of contact for inquiries.
5. Contract representative’s telephone number (toll-free preferred).
6. Contact representative’s e-mail address.
7. Client List. Submit list of clients within the last three years for which the respondent has provided product(s) similar to those described herein.

**2.2 Product Information.** The City’s estimated budget amount for a temporary skate park is \$75,000.00. Interested parties should submit detailed information on outdoor skate park equipment options, fencing materials, concrete slabs and walkways; including images, catalogs and/or equipment brochures that it deems to meet the goal of the City.

**2.3 Additional information.** Identify all ordering instructions, installation requirements, sample contracts and available discounts for all products submitted.

**2.4 References.** Submit a list of relevant references for current installations of the proposed products. For each reference, submit name of client, client contact individual, and telephone, address and email of client contact.

**3. Submittal Instructions.** Responses should be submitted to:

City of Miami Beach  
Procurement Department  
1755 Meridian Ave., 3rd Floor  
Miami Beach, Florida 33139

**All Responses to RFLI should be submitted by October 20, 2017 at 03:00 p.m., Eastern Standard Time (EST).**