

REQUEST FOR PROPOSALS (RFP) 2021-350-KB  
FOR THE SALE AND DEVELOPMENT OF LOTS ON COLLINS AVENUE BETWEEN 75<sup>TH</sup> AND 76<sup>TH</sup>  
STREETS

**TABLE OF CONTENTS**

**SOLICITATION SECTIONS:**

- 0100 INSTRUCTIONS TO BIDDERS
- 0200 GENERAL CONDITIONS
- 0300 PROPOSAL SUBMITTAL INSTRUCTIONS & FORMAT
- 0400 PROPOSAL EVALUATION

**APPENDICES:**

- APPENDIX A PROJECT REQUIREMENTS
- APPENDIX C PREVAILING WAGES & LOCAL WORKFORCE REQUIREMENTS AND WAGE DETERMINATION
- APPENDIX D RESILIENCY STANDARDS
- APPENDIX E PERISCOPE S2G INSTRUCTIONS
- APPENDIX F PROPOSAL CERTIFICATION QUESTIONNAIRE AND REQUIREMENTS AFFIDAVIT

**SECTION 0100**

**INSTRUCTIONS TO BIDDERS & GENERAL CONDITIONS**

**1. GENERAL.** This Request for Proposals (RFP) is issued by the City of Miami Beach, Florida (the “City”), as the means for prospective Bidders to submit their qualifications, proposed programming and financial proposals (the “proposal”) to the City for the City’s consideration as an option in achieving the required scope of services and requirements as noted herein. All documents released in connection with this solicitation, including all appendixes and addenda, whether included herein or released under separate cover, comprise the solicitation, and are complementary to one another and together establish the complete terms, conditions and obligations of the Bidders and, subsequently, the successful Bidder(s) (the “contractor[s]”) if this RFP results in an award.

The City utilizes Periscope S2G (formally known as BidSync) ([www.periscopeholdings.com](http://www.periscopeholdings.com) or [www.bidsync.com](http://www.bidsync.com)) for automatic notification of competitive solicitation opportunities and document fulfillment, including the issuance of any addendum to this RFP. Any prospective Bidder who has received this RFP by any means other than through Periscope S2G must register immediately with Periscope S2G to assure it receives any addendum issued to this RFP. Failure to receive and acknowledge an addendum may result in disqualification of proposal submitted.

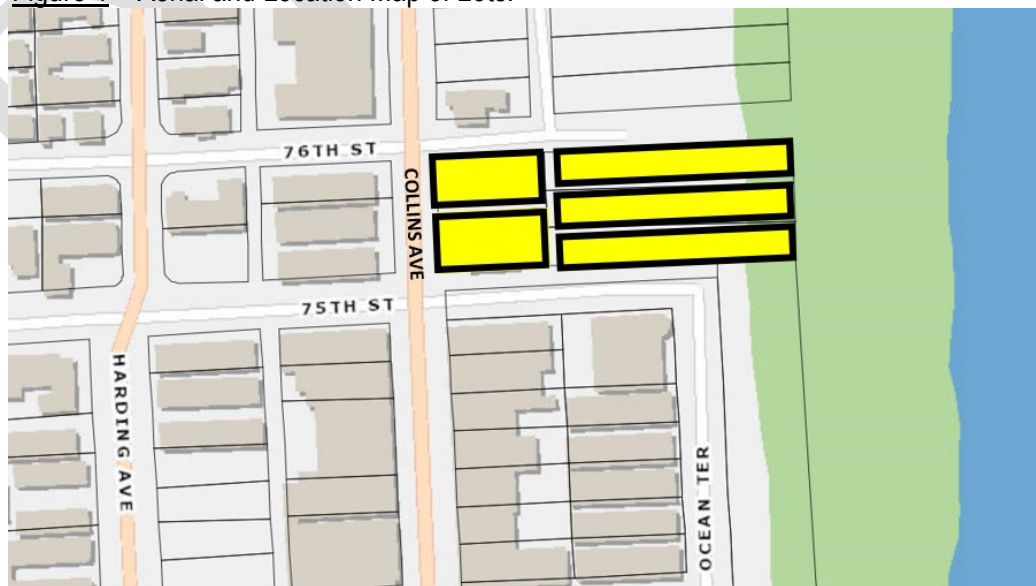
Pursuant to Section 2-312 of the City Code, the following words, when used in this RFP, shall have the meanings ascribed to them, except where the context clearly indicates a different meaning:

*Bidder* means as any individual or firm submitting a bid or proposal in response to any formal bid or solicitation. The terms *Bidder* and *Proposer* may be used interchangeably throughout this RFP.

*Bid* means an offer or proposal submitted by a bidder in response to any formal bid or solicitation. The terms *Bid* and *Proposal* may be used interchangeably throughout this RFP.

**2. BACKGROUND & PURPOSE.** This Request for Proposals (RFP) is issued by the City of Miami Beach, Florida (the “City”) as the means for interested parties to submit their proposals, in accordance with Section 0300, for the development of up to five City-owned lots along Collins Avenue between 75<sup>th</sup> and 76<sup>th</sup> Street in the North Beach area. See Figure 1. The Miami-Dade County folio numbers for the properties under the scope of this RFP are: 02-3202-004-0400; 02-3202-004-0390; 02-3202-004-0360; 02-3202-004-0370; and 02-3202-004-0380.

Figure 1 – Aerial and Location Map of Lots.



**3. PROPOSAL OPTIONS.** Proposals will only be considered for the following options (sites or combination of sites) (each, an “Option” or “Site Option”):

1. **Option 1:** Development of five (5) lots (Folio Numbers: 02-3202-004-0400 (7505 Collins Avenue), 02-3202-004-0390 (7515 Collins Avenue), 02-3202-004-0360, 02-3202-004-0370, and 02-3202-004-0380). Subject to voter referendum approval under Section 1.03(b)(1) of the City Charter.
2. **Option 2:** Development of the two (2) Collins Avenue fronting lots only (Folio Numbers: 02-3202-004-0400 (7505 Collins Avenue) and 02-3202-004-0390 (7515 Collins Avenue)), but incorporating the floor area of the three (3) waterfront lots (Folio Numbers: 02-3202-004-0360, 02-3202-004-0370, and 02-3202-004-0380) as part of a uniform development site. Subject to voter referendum approval under Section 1.03(b)(1) of the City Charter.
3. **Option 3:** Development of the two (2) Collins Avenue fronting lots only (Folio Numbers: 02-3202-004-0360, 02-3202-004-0370, and 02-3202-004-0380). Subject to 4/7 Planning Board and 6/7 City Commission approval pursuant to 1.03(b)(4) of the City Charter.
4. **Option 4:** Development of the two (2) Collins Avenue fronting lots only (Folio Numbers: 02-3202-004-0360, 02-3202-004-0370, and 02-3202-004-0380), but assuming the City restricts use of all or a portion of the waterfront lots for open space purposes. Subject to 4/7 Planning Board and 6/7 City Commission approval pursuant to 1.03(b)(4) of the City Charter.

Bidders may only submit proposals for the development of any or all of the foregoing Site Options. No other combinations of Site Options will be considered.

Note that the sale of City property triggers additional approval requirements and the potential for City-wide referendum depending on the Option selected, in accordance with the City Charter. The sale and/or development of City-owned waterfront property shall require approval by a majority vote of the voters in a City-wide referendum pursuant to Section 1.3(b)(1) of the City Charter (**Option 1** and **Option 2**). The sale and/or development of the non-waterfront City-owned property shall require approval by a majority 4/7 vote of all members of the Planning Board and 6/7 vote of the City Commission pursuant to Section 1.3(b)(1) of the City Charter (**Option 3** and **Option 4**).

Additionally, the sale and/or development agreement for all of the Options shall require two separate readings by the City Commission, with the second reading to be accompanied by a public hearing, and shall be advertised to affected property owners in accordance with Section 82-37 of the City Code.

Proposals will be evaluated in accordance with the criteria established in Section 0400. Proposals will be evaluated against other “like” proposals submitted for each Site Option. For example, proposals submitted for Option 1 will be evaluated against other proposals for Option 1, and Proposals submitted for Option 2 will be evaluated against other proposals for Option 2, and so forth. The award of any Option shall be at the City Commission’s sole discretion.

**4. REFERENDUM REQUIRED FOR OPTION 1 AND OPTION 2.** When preparing proposal(s), Bidders should consider that following the award of **Option 1** or **Option 2**, the sale and/or development agreement shall be subject to negotiation and separate approval by the City Commission, following duly noticed public hearings. In addition, following approval of the final negotiated agreements, the sale and/or development agreement shall be subject to and contingent upon voter referendum approval by a majority of the voters voting in a City-wide referendum pursuant to Section 1.03(b)(1) of the City Charter.

**4. CONE OF SILENCE.** This RFP is subject to, and all Bidders are expected to be or become familiar with, the City’s

Cone of Silence Requirements, as codified in Section 2-486 of the City Code. Bidders shall be solely responsible for ensuring that all applicable provisions of the City’s Cone of Silence are complied with, and shall be subject to any and all sanctions, as prescribed therein, including rendering their response voidable, in the event of such non-compliance. Communications regarding this solicitation are to be submitted in writing to the Procurement Contact named herein with a copy to the City Clerk at [rafaelgranado@miamibeachfl.gov](mailto:rafaelgranado@miamibeachfl.gov).

**5. ANTICIPATED RFP TIMETABLE.** The tentative schedule for this solicitation is as follows:

RFP Issued	September 20, 2021
Pre-Proposal Meeting <b>This meeting will be held via web conference in accordance with Sub-section 7.</b>	October 6, 2021 at 10:00am EST
Deadline for Receipt of Questions	November 19, 2021 at 5:00pm EST
<b>Responses Due (See Sec. 6 below)</b>	January 18, 2021 at 3:00pm EST To join on your computer or mobile app <a href="#">Click here to join the meeting</a>  Or call in (audio only) (1) Dial the TELEPHONE NUMBER: 1 786-636-1480 (Toll-free North America) (2) Enter the MEETING NUMBER 287 343 662#
Evaluation Committee Review	March 2022
Bidder Presentations	March 2022
Tentative Commission Approval Authorizing Negotiations	To be determined.
Public Outreach	To be determined.
Contract Negotiations*	Following Commission Approval

\*Final negotiated contract shall require approval by the City Commission.

**6. DEADLINE FOR PROPOSAL SUBMITTAL.** Proposals must be submitted electronically through Periscope S2G (formerly BidSync) on or before the date and time indicated. Only proposal submittals received, and time stamped by Periscope S2G (formerly BidSync) prior to the proposal submittal deadline shall be accepted as timely submitted. Late bids are not allowed and will not be accepted.

Bidders are cautioned to allow sufficient time for the submittal of bids and uploading of attachments in Periscope S2G, including any technical difficulties that may occur (e.g., password issues, new user learning curve, system issues, etc.). Any technical issues must be submitted to Periscope S2G by contacting (800) 990-9339 (toll free) or [S2G@periscopeholdings.com](mailto:S2G@periscopeholdings.com). The City cannot assist with technical issues regarding submittals.

**The City will in no way be responsible for delays caused by any technical or other issue. It is the sole responsibility of each Bidder to ensure its proposal is successfully submitted in Periscope S2G (formerly BidSync) prior to the deadline established for the submittal of proposals.**

**7. PROCUREMENT CONTACT.** Any questions or clarifications concerning this solicitation shall be submitted to the Procurement Contact noted below:

Procurement Contact:	Telephone:	Email:
Kristy Bada	305-673-7490	kristybada@miamibeachfl.gov

**Additionally, the City Clerk is to be copied on all communications via e-mail at: [RafaelGranado@miamibeachfl.gov](mailto:RafaelGranado@miamibeachfl.gov), or via facsimile: 786-394-4188.**

The Proposal title/number shall be referenced on all correspondence. All questions or requests for clarification must be received no later than ten (10) calendar days prior to the date proposals are due as scheduled in Section 0200-3. All responses to questions/clarifications will be sent to all Bidders in the form of an addendum.

**8. PRE-PROPOSAL MEETING** Only if deemed necessary by the City, a pre-proposal meeting or site visit(s) may be scheduled. Attendance for the pre-proposal meeting **shall be via telephone** and recommended as a source of information but is not mandatory. Bidders interested in participating in the Pre-Proposal Meeting must follow these steps:

To join on your computer or mobile app

[Click here to join the meeting](#)

Or call in (audio only)

**(1) Dial the TELEPHONE NUMBER: 1 786-636-1480 (Toll-free North America)**

**(2) Enter the MEETING NUMBER 395 766 129#**

Bidders who are participating via telephone should send an e-mail to the contact person listed in this RFP expressing their intent to participate via telephone.

**9. PRE-PROPOSAL INTERPRETATIONS.** Oral information or responses to questions received by prospective Bidders are not binding on the City and will be without legal effect, including any information received at pre-submittal meeting or site visit(s). The City by means of Addenda will issue interpretations or written addenda clarifications considered necessary by the City in response to questions. Only questions answered by written addenda will be binding and may supersede terms noted in this solicitation. Addendum will be released through *Periscope S2G*. Any prospective Bidder who has received this RFP by any means other than through *Periscope S2G* must register immediately with *Periscope S2G* to assure it receives any addendum issued to this RFP. Failure to receive an addendum may result in disqualification of proposal. Written questions should be received no later than the date outlined in the **Anticipated RFP Timetable** section.

**10. BIDDER'S RESPONSIBILITY.** Before submitting a response, each Bidder shall be solely responsible for making any and all investigations, evaluations, and examinations, as it deems necessary, to ascertain all conditions and requirements affecting the full performance of the contract. Ignorance of such conditions and requirements, and/or failure to make such evaluations, investigations, and examinations, will not relieve the Bidder from any obligation to comply with every detail and with all provisions and requirements of the contract, and will not be accepted as a basis for any subsequent claim whatsoever for any monetary consideration on the part of the Bidder.

## **11. JOINT VENTURES / SINGLE PURPOSE ENTITY.**

a. **Joint Ventures Permitted for Proposal Submissions.** For purposes of the Proposal submission and evaluation, a Bidder may form a joint venture entity and the owner/members of the joint venture shall be deemed to be the Bidder (i.e. the joint venture members with an ownership interest in the joint venture may meet the qualification requirement collectively). ***If the Bidder is a joint venture, the joint venture's Proposal shall contain an executed Proposal Certification Questionnaire and Requirements Affidavit from each of the owner/members of the joint venture participating in the Proposal.*** If awarded the RFP, the ownership interests of each member of the joint venture entity shall be disclosed, as provided for in the development and/or sale agreement (attached as Appendix F hereto).

b. **Successful Bidder Required to Create Single Purpose Entity to Serve as Contract Entity.** The successful Bidder shall be required to, prior to execution of the agreement, create a single purpose entity (such as a limited liability company) to serve as the entity that enters into the development and/or sale agreement with the City, and shall be the vehicle through which the Developer raises the capital/equity commitments from investors for the Project, subject to the City's rights in and to the Project. If the successful Bidder is a joint venture entity, and the joint venture entity is not a single purpose entity, the joint venture shall be required to create a single purpose entity to serve as the entity that enters into the sale and/or development agreement, as applicable.

**12. DETERMINATION OF AWARD.** The City Manager may appoint an evaluation committee to assist in the evaluation of proposals received. The evaluation committee is advisory only to the City Manager. The City Manager may consider the information provided by the evaluation committee process and/or may utilize other information deemed relevant. The City Manager's recommendation need not be consistent with the information provided by the evaluation committee process and takes into consideration Miami Beach City Code Section 2-369, including the following considerations:

- (1) The ability, capacity and skill of the Bidder to perform the contract.
- (2) Whether the Bidder can perform the contract within the time specified, without delay or interference.
- (3) The character, integrity, reputation, judgment, experience and efficiency of the Bidder.
- (4) The quality of performance of previous contracts.
- (5) The previous and existing compliance by the Bidder with laws and ordinances relating to the contract.

The City Manager may recommend to the City Commission the Bidder(s) s/he deems to be in the best interest of the City or may recommend rejection of all Proposals. The City Commission shall consider the City Manager's recommendation and may approve such recommendation. The City Commission may also, at its option, reject the City Manager's recommendation and select another Proposal or Proposals which it deems to be in the best interest of the City, or it may also reject all Proposals.

**13. NEGOTIATIONS.** Following selection, the City reserves the right to enter into negotiations with the selected Bidder(s). Notwithstanding the preceding, the City is in no way obligated to enter into a contract with any selected Bidder and may cease negotiations at any time. It is also understood and acknowledged by Bidders that no property, contract or legal rights of any kind shall be created at any time until and unless an Agreement has been agreed to; approved by the City; and executed by the parties. During the negotiation process the City reserves the right to request a best and final offer from the Bidders with whom the City is in negotiations.

**14. PREVAILING WAGE RATES.** Section 31-27 of the City Code requires that in all non-federally funded construction contracts in excess of one million dollars to which the City of Miami Beach is a party, the rate of wages and fringe benefits, or cash equivalent, for all laborers, mechanics and apprentices employed by any contractor or subcontractor on the work covered by the contract, shall not be less than the prevailing rate of wages and fringe benefit payments or cash equivalence for similar skills or classifications of work, as established by the Federal Register, in the City of Miami Beach, Florida. See Appendix D.

**15. LOCAL WORKFORCE PARTICIPATION PROGRAM.** Section 31-40 of the City Code requires the demonstration of reasonable efforts to promote employment opportunities for local Miami-Dade County residents and seek to achieve a project goal of having thirty percent (30%) of all construction labor hours performed by Miami-Dade County and City of Miami Beach residents. See Appendix C.

**16. COSTS INCURRED BY BIDDERS.** All expenses involved with the preparation and submission of Proposals, or any work performed in connection therewith, shall be the sole responsibility (and shall be at the sole cost and expense) of the Bidder, and shall not be reimbursed by the City.

**17. RELATIONSHIP TO THE CITY.** It is the intent of the City, and Bidders hereby acknowledge and agree, that the successful Bidder is considered to be an independent contractor, and that neither the Bidder, nor the Bidder's employees, agents, and/or contractors, shall, under any circumstances, be considered employees or agents of the City.

**18. ENVIRONMENTAL REGULATIONS.** The City reserves the right to consider a Bidder's history of citations and/or violations of environmental regulations in investigating a Bidder's responsibility, and further reserves the right to declare a Bidder not responsible if the history of violations warrant such determination in the opinion of the City. Bidder shall submit with its proposal, a complete history of all citations and/or violations, notices, and dispositions thereof. The non-submission of any such documentation shall be deemed to be an affirmation by the Bidder that there are no citations or violations. Bidder shall notify the City immediately of notice of any citation or violation which Bidder may receive after the proposal opening date and during the time of performance of any contract awarded to it.

**19. INDEMNIFICATION.** The Developer shall indemnify and hold harmless the City and its officers, employees, agents and instrumentalities from any and all liability, losses or damages, including attorney's fees and costs of defense, which the City or its officers, employees, agents or instrumentalities may incur as a result of claims, demands, suits, causes of actions or proceedings of any kind or nature arising out of, relating to or resulting from the performance of the agreement by the Developer or its employees, agents, servants, partners, principals or subcontractors. The Developer shall pay all claims and losses in connection therewith, and shall investigate and defend all claims, suits or actions of any kind or nature in the name of the City, where applicable, including appellate proceedings, and shall pay all costs, judgments, and attorney's fees which may be incurred thereon. The Developer expressly understands and agrees that any insurance protection required by any agreement with the City or otherwise provided by the Developer shall in no way limit the responsibility to indemnify, keep and save harmless and defend the City or its officers, employees, agents and instrumentalities as herein provided. The above indemnification provisions shall survive the expiration or termination of this Agreement.

**20. FLORIDA PUBLIC RECORDS LAW.** Bidders are hereby notified that all Proposals including, without limitation, any and all information and documentation submitted therewith, are exempt from public records requirements under Section 119.07(1), Florida Statutes, and s. 24(a), Art. 1 of the State Constitution until such time as the City provides notice of an intended decision or until thirty (30) days after opening of the proposals, whichever is earlier. Additionally, Developer agrees to be in full compliance with Florida Statute 119.0701 including, but not limited to, agreement to (a) Keep and maintain public records that ordinarily and necessarily would be required by the public agency in order to perform the services; (b) provide the public with access to public records on the same terms and conditions that the public agency would provide the records and at a cost that does not exceed the cost provided in this chapter or as otherwise provided by law; (c) Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law; (d) Meet all requirements for retaining public records and transfer, at no cost, to the public agency all public records in possession of the Developer upon termination of the contract and destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the public agency in a format that is compatible with the information technology systems of the public agency.

**21. OBSERVANCE OF LAWS.** Bidders are expected to be familiar with, and comply with, all Federal, State, County, and City laws, ordinances, codes, rules and regulations, and all orders and decrees of bodies or tribunals having

jurisdiction or authority which, in any manner, may affect the scope of services and/or project contemplated by this RFP (including, without limitation, the Americans with Disabilities Act, Title VII of the Civil Rights Act, the EEOC Uniform Guidelines, and all EEO regulations and guidelines). Ignorance of the law(s) on the part of the Bidder will in no way relieve it from responsibility for compliance.

**22. CONFLICT OF INTEREST.** All Bidders must disclose, in their Proposal, the name(s) of any officer, director, agent, or immediate family member (spouse, parent, sibling, and child) who is also an employee of the City of Miami Beach. Further, all Bidders must disclose the name of any City employee who owns, either directly or indirectly, an interest of ten (10%) percent or more in the Bidder entity or any of its affiliates.

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**SECTION 0200**

**GENERAL CONDITIONS**

**TERMS & CONDITIONS – SERVICES & CONSTRUCTION.** By virtue of submitting a proposal in response to this solicitation, Bidder agrees to be bound by and in compliance with the Terms and Conditions for Services and Construction (version dated April 13, 2020), incorporated herein, which may be found at the following link:

<https://www.miamibeachfl.gov/city-hall/procurement/standard-terms-and-conditions/>

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**SECTION 0300**

**PROPOSAL SUBMITTAL INSTRUCTIONS AND FORMAT**

**1. ELECTRONIC RESPONSES (ONLY).** Proposals must be submitted electronically through Periscope S2G (formerly BidSync) on or before the date and time indicated in Section 0100, Sub-sections 5 and 6. Hard copy proposals or proposals received through email or facsimile are not acceptable and will be rejected.

A Bidder may submit a modified proposal to replace all or any portion of a previously submitted proposal until the deadline for proposal submittals. The City will only consider the latest version of the proposal submitted.

Electronic proposal submissions may require the uploading of attachments. All documents should be attached as separate files in accordance with the instructions included in Section 4, below. Attachments containing embedded documents or proprietary file extensions are prohibited. It is the Bidder's responsibility to assure that its bid, including all attachments, is uploaded successfully in Periscope S2G.

For instructions on submitting proposals in Periscope S2G, see Appendix E.

**2. SUBMITTAL OF REQUIRED FORMS.** Failure to submit the following required forms **WITH THE PROPOSAL** shall result in a determination of non-responsiveness. Non-responsive proposals will not be considered.

1. Bid Submittal Questionnaire (Periscope S2G). Failure to submit the Bid Submittal Questionnaire **WITH THE PROPOSAL** (or on or before the deadline for proposal submittal) shall result in a determination of non-responsiveness.
2. Financial Proposal (Tab 6). Failure to submit the Financial Proposal (Tab 6) **WITH THE PROPOSAL** (or on or before the deadline for proposal submittal) shall result in a determination of non-responsiveness.

**3. OMITTED OR ADDITIONAL INFORMATION.** Following the receipt of proposals, with the exception of the Bid Submittal Questionnaire and the Financial Proposal, the City reserves the right to seek any omitted information/documentation or any additional information from Bidder or other source(s), including but not limited to: any firm or principal information; applicable licensure; resumes of relevant individuals; client information; financial information (including, but not limited to, annual reviewed/audited financial statements with the auditors notes); litigation history or any information the City deems necessary to evaluate the capacity of the Bidder to perform in accordance with contract requirements. Failure to submit any omitted or additional information in accordance with the City's request shall result in proposal being deemed non-responsive.

**4. ELECTRONIC PROPOSAL FORMAT.** In order to maintain comparability, facilitate the review process and assist the Evaluation Committee in review of proposals, it is strongly recommended that proposals be organized and tabbed as specified below. The electronic submittal should be tabbed as enumerated below and contain a table of contents with page references. The electronic proposal shall be submitted through the "Line Items" attachment tab in Periscope S2G.

<b>TAB 1</b>	<b>Required Documents</b>
<p><b>1.1 Cover Letter and Table of Contents.</b> Include a cover letter that, at a minimum, clearly indicates the following information.</p> <p><b>1.1.1. Proposal Option (Site(s) Selected).</b> Indicate the site option for which the proposal is being submitted (Options 1 – 4). No other combination of sites will be considered. Proposals for any other combination of sites will be deemed non-responsive and will not be considered. If Bidder is seeking to</p>	

submit proposals for more than one option, a separate and distinct proposal must be submitted for each option.

**1.1.2. Contact Information.** Submit contact information for the Bidder and Bidder's representative for all matters pertaining to the RFP. If Bidder is a joint venture, provide the names of all parties to the joint venture and the form and governance structure of the entity pursuant to Section 0100, Sub-section 14.

**1.1.3. Principals.** Submit a list of all principals for the Bidder and all key team member firms (the developer, builder, key architecture/engineering firm, and firms providing capital or financing). This information is not necessary for sub-contractors of the general contractor.

**1.1.4. Conflicts of Interest.** Provide the name(s) of any officer, director, agent, or immediate family member (spouse, parent, sibling, and child) of the Bidder or Bidder entity who is also an employee, elected or appointed official of the City of Miami Beach. Further, all Bidders must disclose the name of any City employee, elected or appointed official who owns, either directly or indirectly, an interest of ten (10%) percent or more in the Bidder entity or any of its affiliates.

**1.2 Organizational Chart.** Include an organizational chart that depicts the Bidder's role (or the joint venture partners) and the role of all other key team member firms, including the developer, builder, key architecture/engineering firm, and firms providing capital or financing. Include the lines of authority and communication among and between the Bidder and the key team member firms. Include a narrative for each key team member firm that identifies major responsibilities.

**1.2.1 Key Personnel.** Identify all key personnel of the developer, builder, key architect/engineer firm, and firms providing capital or financing who will be assigned to the Project and their intended roles and responsibilities on the organizational chart. Include resumes of key personnel who will be involved in the Project if selected.

**1.5 Responsible Contractor Affidavit (RCA).** As a condition of being responsive to the requirements of the solicitation and eligible to be considered for award, the Contractor shall submit a Responsible Contractor Affidavit (Appendix C) affirming that it will make its best reasonable efforts to promote employment opportunities for Miami-Dade County residents by seeking to achieve a project goal of having thirty percent (30%) of all construction labor hours performed by Miami-Dade County residents. The Contractor shall also affirm that it will make its best reasonable efforts to promote employment opportunities for Miami Beach residents.

<b>TAB 2</b>	<b>Qualifications</b>
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**2.1 Qualifications of the Bidder.** For the Bidder identified in the organizational chart, provide the following information. If the Bidder is a Joint Venture, provide the information for each member of the Joint Venture.

**2.1.1. Company Information:** Provide background information, including company history, years in business, number of employees, and any other information communicating capabilities and experience. (recommend 1 page).

**2.1.2. Previous Similar Experience of the Bidder.** For the Bidder and/or its principals, provide evidence of experience in developing projects similar to the project proposed within the last ten (10) years. For each project include project name, project details and location, and project partners.

**2.1.3. Previous Green Building Experience of the Bidder.** For the Bidder and/or its principals, provide evidence of Leadership in Energy and Environmental Design (LEED) or Living Building Challenge projects for which it has been contracted within the last ten (10) years. For each project include project name, project details, and project partners.

**2.1.4. Public-Private Development Experience of the Bidder.** For the Bidder and/or its principals, provide evidence of public-private partnership (P3) projects for which it has been contracted within the last ten (10) years. For each project include project name, project details, name of public entity, and the entity's project representative and contact information.

**2.2 Qualifications of the Design Team.** For the Design Team identified in the organizational chart, provide the following information.

**2.2.1. Company Information:** Provide background information, including company history, years in business, number of employees, and any other information communicating capabilities and experience (recommend one (1) page).

**2.2.2. Previous Similar Experience of the Design Team.** For the prime Design Team and/or its principals, provide evidence of experience in developing projects similar to the project proposed within the last ten (10) years. For each project include project name, project details and location, and the entity's project partners.

**2.2.3. Previous Green Building Experience of the Design Team.** For the prime Design Team and/or its principals, provide evidence of Leadership in Energy and Environmental Design (LEED) or Living Building Challenge projects for which it has been contracted within the last ten (10) years. For each project include project name, project details, and project partners.

**2.3 Qualifications of the Other Key Team Member Firms.** For any key firm (e.g., general contractor, capital/finance partners, etc.) identified in the organizational chart as key firms, provide the following information.

**2.3.1. Company Information:** Provide background information, including company history, years in business, number of employees, and any other information communicating capabilities and experience (recommend 1 page).

**2.3.2. Previous Similar Experience of Key Team Member Firms.** For the other key firms and/or their principals, provide evidence of experience in developing projects similar to the project proposed within the last ten (10) years. For each project include project name, project details, name of public entity (if applicable as a public-private partnership), and the entity's project representative and contact information.

**2.4 Previous Collaborative Experience of Bidder, Design Team, and the Key Team Member Firms.** Provide a list of projects that the Bidder and the key team member firms have completed jointly (as a team). For each project, include: project name; project details; name of client entity; and the entity's project representative and contact information.

**2.5 Relevant Local or Regional Experience.** For the bidder, key team member firm, or any principal, include any similar project(s) completed in Miami Beach or the local region within the last ten (10) years. For each project, include: project name; project details; name of client entity; and the entity's project representative and contact information.

**2.6 Unique Qualifications.** Identify any additional or unique resources, capabilities, or assets which the Bidder and its team would bring to this Project.

**TAB 3    Programming**

**3.1 Intended Uses.** Indicate the specific types and proportion of uses for which the building's entire floor area will be utilized.

3.1.1. If residential use is intended, indicate whether and to what extent the project will include affordable and/or workforce housing units.

3.1.2. Prohibited Uses: Short-Term Rentals/Transient uses are prohibited in addition to such other uses including but not limited to (a) stand-alone bars; (b) pawnshops and second-hand dealers of precious metals/precious metals dealers; (c) accessory outdoor bar counters except in compliance with local law; (d) tobacco/vape dealers; (e) check cashing stores; (f) medical cannabis dispensaries (medical marijuana dispensaries); (g) convenience store; (h) grocery stores; (i) occult science establishments; (j) pharmacy stores; (k) souvenir and t-shirt shop; (l) tattoo studios; (m) amusement centers; (n) casino gambling; (o) coinbox entertainment; (p) political offices; (q) places of worship; and (r) in any manner that will violate any certificate of occupancy or certificate of use for the Premises, or which will violate any laws, ordinances, or other rules or regulations applicable to the Premises.

**3.2 Ground Floor Activation.** Indicate the floor area allocated for retail, commercial, or other uses, excluding parking, on the ground floor.

**3.3 Required Parking.** Indicate how the Bidder will comply with existing parking requirements for the proposed development.

**3.4 Replacement of Existing Parking.** Indicate the number of existing public parking spaces that will be replaced within the proposed project. Note: There are 112 existing public parking spaces distributed among all five (5) parcels.

**TAB 4    Design & Resiliency**

**4.1 Conceptual Design.** Provide conceptual architectural diagrams of floor plans, elevations, and renderings of the proposed project. It is expected that the conceptual design will further the City's design standards and continue the City's legacy as a home to many architecturally significant buildings designed by nationally and internationally recognized architects.

**4.2 Resiliency.** The project shall be designed with the objective of meeting LEED Gold or Living Building Challenge certification requirements, in accordance with Chapter 133 of the City Code. In addition, provide Bidder's approach for meeting or exceeding the Resiliency Standards set forth in Appendix D, and specify how the Resiliency Standards are incorporated in the Bidder's conceptual design. If parking garages are retrofitted or rebuilt, describe how these will become Parksmart certified.

**4.3. Environmental Compliance.** Submit a complete history of all environmental citations and/or violations, notices, and dispositions thereof. The non-submission of any such documentation shall be deemed to be an affirmation by the Bidder that there are no citations or violations.

**4.4 Project Timeline.** Provide a comprehensive development timeline (subdivided into phases, if necessary), identifying the estimated length of time to reach milestones.

**TAB 5 Financial Proposal**

**5.1 Payment to the City.** Submit a detailed breakdown and total of all payments Bidder will remit to the City.

**5.2 Finance Plan.** Specify the planned level of Bidder equity participation, planned level and identification of known third-party equity participation, planned level of third-party equity that needs to be raised, expected financing role of the manager/operator, the structure for and amount of third-party debt, relationships and history with lenders, and the willingness to provide the required level of any anticipated debt guarantees.

**5.3 Preliminary Development Budget.** Provide a summary of the development budget for the Project, including estimated construction hard costs, architecture/engineering ], development fee, other soft costs and required fees, pre-opening/working capital, art in public places (1.5% of construction costs per City Code Section 82-537), contingency and escalation, financing costs, and any other unique project costs.

**Tab 6****Agreements & Financial Capabilities (Not Reviewed by Evaluation Committee)**

The following information is to be used for the City's due diligence but will not be evaluated by the Evaluation Committee. The City Manager, at her sole discretion, may consider this information in accordance with Section 011, Sub-section 11.

**6.1 Financial Capabilities.** Provide the Bidder's most recent annual reviewed/audited financial statement with the auditor's notes. Such statements should include, as a minimum, balance sheets (statements of financial position) and statements of profit and loss (statement of net income). Also provide financial information for any other equity investor included in the proposal, as well as related information concerning the equity investor's track record with similar developments.

**6.2 Agreements.** The City shall circulate via addendum to this RFP a Reimbursement Agreement, a Template Sales Agreement, and/or a template Development Agreement. In its discretion, the City may circulate additional agreements by addenda. Bidders must provide a redline draft noting any exceptions and comments to any agreement forms released by the City. Bidders must clearly indicate any exceptions they wish to take to any of the terms, and what, if any, alternative proposed revisions are offered. All exceptions and alternatives shall be included and clearly delineated by redlining the City's form agreement in this tab. In addition, a redlined Microsoft Word version shall be submitted on Periscope S2G. City reserves the right to reject any proposed exceptions and/or revisions at its sole and absolute discretion.

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## **SECTION 0400 PROPOSAL EVALUATION**

**1. EVALUATION OF PROPOSALS.** All responsive proposals will be evaluated in accordance with this section. The City Manager may appoint an Evaluation Committee to consider and provide feedback on the qualitative factors of each proposal. In the event that only one responsive proposal is received, the City Manager, after determination that the sole responsive proposal materially meets the requirements of the RFP, may, without an evaluation committee, recommend to the City Commission that the Administration enter into negotiations. In the evaluation of proposals, Bidders may be requested to make additional written submissions of a clarifying nature or oral presentations to the Evaluation Committee. Failure to provide the requested information within the time prescribed may result in the disqualification of proposal.

**1.1 EVALUATION OF SITE OPTIONS.** Proposals will be evaluated against other “like” proposals. For example, proposals submitted for Option 1 will be evaluated against other proposals for Option 1, and Proposals submitted for Option 2 will be evaluated against other proposals for Option 2, and so forth.

**2. EVALUATION OF QUALITATIVE FACTORS (QUALIFICATIONS, PROGRAMMING, DESIGN & RESILIENCY, PUBLIC BENEFIT, AND FINANCIAL PROPOSAL).** The Evaluation Committee shall only consider qualitative factors in Tabs 2, 3, 4, and 5. The Evaluation Committee shall not consider quantitative factors (e.g. exceptions to the agreements, veteran’s preference, etc.) in its review of proposals. The Evaluation Committee’s role is solely in an advisory capacity to the City Manager. The results of the Evaluation Committee process do not constitute an award recommendation. The City Manager may utilize, but is not bound by, the results of the Evaluation Committee process, as well as consider any feedback or information provided by staff, consultants or any other third-party, as well as consideration of the quantitative factors, in developing an award recommendation to be presented to the City Commission for consideration. In its review of proposals received, the Evaluation Committee may review and score all proposals, with or without conducting interview sessions, in accordance with the following criteria. The Procurement Department will assign points for Veteran’s Preference, pursuant to Section 2-374 of the City Code, as applicable.

<b>Qualitative Criteria</b> (Points Assigned by Evaluation Committee)	<b>Maximum Points</b>
Qualifications (Tab 2)	25
Programming (Tab 3)	25
Design & Resiliency (Tab 4)	20
Financial Proposal (Tab 5)	30
<b>TOTAL AVAILABLE POINTS for Qualitative Criteria</b>	<b>100</b>
<b>Quantitative Criteria</b> (Points Assigned by Procurement Department)	<b>Maximum Points</b>
Veteran’s Preference Points	5
<b>TOTAL AVAILABLE POINTS for Qualitative and Quantitative</b>	<b>105</b>

**Continued on the following page.**



**EVALUATION COMMITTEE RANKING FOR QUALITATIVE AND QUANTITATIVE CRITERIA.** The sum of qualitative and quantitative scores will be converted to rankings in accordance with the example below.

	<b>Bidder A</b>	<b>Bidder B</b>	<b>Bidder C</b>	
<b>Committee Member 1</b>	Qualitative Points	82	76	80
	Quantitative Points	22	15	12
	Total	104	91	92
	Rank	1	3	2
<b>Committee Member 2</b>	Qualitative Points	79	85	72
	Quantitative Points	22	15	12
	Total	101	100	84
	Rank	1	2	3
<b>Committee Member 2</b>	Qualitative Points	80	74	66
	Quantitative Points	22	15	12
	Total	102	89	78
	Rank	1	2	3
<b>Low Aggregate Score</b>	<b>3</b>	<b>7</b>	<b>8</b>	
<b>Final Ranking*</b>	<b>1</b>	<b>2</b>	<b>3</b>	

**4. DETERMINATION OF AWARD.** The City Manager shall consider qualitative and quantitative factors, in accordance with Sub-section 3 above, to recommend the proposer(s) he deems to be in the best interest of the City or may recommend rejection of all proposals. The City Manager’s recommendation need not be consistent with the information provided by the evaluation committee process and takes into consideration Miami Beach City Code Section 2-369, including the following considerations:

- (1) The ability, capacity and skill of the Proposer to perform the contract.
- (2) Whether the Proposer can perform the contract within the time specified, without delay or interference.
- (3) The character, integrity, reputation, judgment, experience and efficiency of the Proposer.
- (4) The quality of performance of previous contracts.
- (5) The previous and existing compliance by the Proposer with laws and ordinances relating to the contract.

The City Manager may recommend to the City Commission the Proposer(s) s/he deems to be in the best interest of the City or may recommend rejection of all proposals. The City Commission shall consider the City Manager’s recommendation and may approve such recommendation. The City Commission may also, at its option, reject the City Manager’s recommendation and select another Proposal or Proposals which it deems to be in the best interest of the City, or it may also reject all Proposals.

# APPENDIX A

# MIAMI BEACH

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## Project Requirements

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REQUEST FOR PROPOSALS (RFP) 2021-350-KB  
FOR THE DEVELOPMENT OF LOTS ON COLLINS  
AVENUE BETWEEN 75<sup>TH</sup> AND 76<sup>TH</sup> STREETS

PROCUREMENT DEPARTMENT  
1755 Meridian Avenue, 3<sup>rd</sup> Floor  
Miami Beach, Florida 33139

**C1. Scope of Project.** The Project includes potential development of the two (2) parcels fronting Collins Avenue and three west parcels fronting the sand dunes as further detailed below.

1. **Site Descriptions.** Following is a brief summary of each Site. However, Bidder is solely responsible for conducting its own due diligence. Currently the two (2) front parcels fronting Collins Avenue are the site for the Miami Beach North Branch Public Library and the three (3) east parcels fronting the sand dunes are being utilized as surface parking lots for the library and as a public parking. The primary zoning at the site currently is Community Facilities and Parking Lot.
  - a. Folio # 02-3202-004-0400: Altos Del Mar No 1 Pb 31/40, S1/2 Lot 2 & Lot 3 & The W1/2, Atlantic Way Contig Thereto, Blk 9, Lot Size 75.000 X 140.
  - b. Folio # 02-3202-004-0390: 2 53 42, Altos Del Mar No 1 Pb 31-40, Lot 1 & N1/2 Lot 2 & W1/2 Of, Atlantic Way Contig Thereto Blk 9, Lot Size 75.000 X 140.
  - c. Folio # 02-3202-004-0360: 2 53 42, Altos Del Mar No 1 Pb 31-40, Lot 1 & E1/2 Of Atlantic Way, Contig Thereto Blk 8, & Port Lying East & Adjacent West.
  - d. Folio # 02-3202-004-0370: 2 53 42, Altos Del Mar No 1 Pb 31-40, Lot 2 & E1/2 Of Atlantic Way, Contig Thereto Blk 8, & Port Lying East & Adjacent West.
  - e. Folio # 02-3202-004-0380: Altos Del Mar No 1, Pb 31-40, Lot 3 & E1/2 Of Atlantic Way, Contig Thereto Blk 8, & Port Lying East & Adjacent West.

2. **Proposal Options.** Proposals will only be considered for the following options (sites or combination of sites) (each, an "Option" or "Site Option").

**Option 1:** Development of five (5) lots (Folio Numbers: 02-3202-004-0400 (7505 Collins Avenue), 02-3202-004-0390 (7515 Collins Avenue), 02-3202-004-0360, 02-3202-004-0370, and 02-3202-004-0380). Subject to voter referendum approval under Section 1.03(b)(1) of the City Charter.

**Option 2:** Development of the two (2) Collins Avenue fronting lots only (Folio Numbers: 02-3202-004-0400 (7505 Collins Avenue) and 02-3202-004-0390 (7515 Collins Avenue)), but incorporating the floor area of the three (3) waterfront lots (Folio Numbers: 02-3202-004-0360, 02-3202-004-0370, and 02-3202-004-0380) as part of a uniform development site. Subject to voter referendum approval under Section 1.03(b)(1) of the City Charter.

**Option 3:** Development of the two (2) Collins Avenue fronting lots only (Folio Numbers: 02-3202-004-0360, 02-3202-004-0370, and 02-3202-004-0380). Subject to 4/7 Planning Board and 6/7 City Commission approval pursuant to 1.03(b)(4) of the City Charter.

**Option 4:** Development of the two (2) Collins Avenue fronting lots only (Folio Numbers: 02-3202-004-0360, 02-3202-004-0370, and 02-3202-004-0380), but assuming the City restricts use of all or a portion of the waterfront lots for open space purposes. Subject to 4/7 Planning Board and 6/7 City Commission approval pursuant to 1.03(b)(4) of the City Charter.

**C2. Project Minimum Requirements.**

1. **No Public Participation:** The City shall not provide, nor shall Bidders rely on, any public funding or public financing for the Project. The successful Proposer shall be solely responsible for all

costs to develop, design, permit, construct and operate the Project.

2. **Reimbursement for City Costs:** Bidders will be required to execute the Reimbursement Agreement (which shall be circulated via Addendum) whereby the Bidder agrees, if selected as the successful proposer, to reimburse the City for fifty percent (50%) of the City's transactional and professional costs and fees (including appraisals, reports, studies, and outside counsel fees, if necessary) associated with preparation, negotiation, and drafting of the final agreements, up to a not-to-exceed amount of \$150,000.
3. **Voter Referendum Required For Option 1 and Option 2:** Pursuant to Section 1.03(b)(1) of the City Charter, the sale or development of City-owned property shall be subject to and contingent upon a majority of voters voting thereon in a City-wide referendum ("Referendum") for options 1 and 2. The City will not place the Referendum question on the ballot until the sale and/or development agreement between the City and the Developer is finalized and approved by the City Commission. As a general matter, the City anticipates calling a referendum as part of the scheduled August 2022 or November 2022 election. At the City Commission's sole discretion, the Referendum could potentially be scheduled for a special election on a different date, provided that (1) the sale and/or development agreement is finalized and approved by the City Commission, and (2) the Developer pays its pro rata share (based on total number of questions on the ballot) of the costs of a special election (approximately \$400,000).
4. **Prevailing Wage Rates:** Section 31-27 of the City Code requires that in development agreements/sale agreement for applicable projects on City-owned property, the rate of wages and fringe benefits, or cash equivalent, for all laborers, mechanics and apprentices employed by any contractor or subcontractor on the work covered by the contract, shall not be less than the prevailing rate of wages and fringe benefit payments or cash equivalence for similar skills or classifications of work, as established by the Federal Register, in the City of Miami Beach, Florida, unless an exemption to these requirements exists. See Appendix C.
5. **Local Workforce Participation Program:** Section 31-40 of the City Code requires, for any project to which the prevailing wage requirements are applicable, the demonstration of reasonable efforts to promote employment opportunities for local Miami-Dade County residents and seek to achieve a project goal of having thirty percent (30%) of all construction labor hours performed by Miami-Dade County and City of Miami Beach residents. See Appendix B.
6. **No Warranties or Representations by City:** Any information provided by City under this RFP is solely to provide background information for the convenience of the Bidders. City makes no representations or warranties, express or implied, of any kind whatsoever with respect to any of the matters identified in this RFP or exhibits thereto, including but not limited to the matters referenced in herein or in any subsequent addendum to the RFP.
7. **Other Requirements:** Proposals shall be guided by the Land Development Regulations, however proposed changes to the Land Development Regulations will be considered. Proposals requesting amendments to the Land Development Regulations must explicitly specify the amendments being sought. Any potential FAR increases would be subject to separate voter referendum approval (separate from the development/sale agreement approval).

8. **Project Design:** To the fullest extent possible, the design of the Project must complement its surroundings and minimize its impact on the neighborhood, as reasonably determined by City. Project should enhance inventory of offerings in the area. The design approach should enhance the atmosphere with significant market presence, unique architectural features, public art, and quality materials, finishes and trim.
9. **Art in Public Places.** Developer shall comply with the City's Art In Public Places (AIPP) program requirements under Section 82-536 through 82-612 of the City Code, as applicable, and shall contribute to the City's Art in Public Places fund the total amount of 1.5% of the "construction cost" of the Project development costs, as such term is defined in Section 82-537 of the City Code, no later than date of execution of the Project General Contract by Developer and the Project General Contractor, as required by the City Code.
10. **Site Considerations:**
  - a. The City's interest in the Site, if awarded pursuant to this RFP, will not at any time be subject or subordinate to any mortgage or any other liens or encumbrances hereafter affecting Developer's interest in the Project. City shall at all times have a first priority right to payment of rent due to City under the development and/or sale agreement. The development and/or sale agreement shall contain commercially reasonable terms intended to facilitate traditional financing.
  - b. The Developer must accept the Site in its "AS IS" condition, with all faults and patent or latent defects, and with no representation or warranties by City of any kind whatsoever with respect to Site or the condition, feasibility, value, or financial prospects of the Project.
  - c. The rights granted under the development and/or sale agreement shall be non-exclusive and City reserves the right to grant similar privileges and similar agreements to other Developers or developers on other City-owned or development and/or sale agreement property, and to take any and all actions that City is permitted to take under federal, state, and local law.
  - d. The Project must be developed to comply with the City's Resiliency Standards attached as Appendix C.
  - e. As part of **Option 4**, the City Commission, at its sole discretion, may wish to execute a restrictive covenant to preserve all or a portion of the three (3) waterfront lots for open space, recreational or passive park purposes for beach access or other city purposes, and potentially limit the height of any building to be constructed thereon.
  - f. Pursuant to the Interlocal Agreement between the City of Miami Beach and Miami-Dade County, the library has a right to remain at its current site until the City's completion of the 72nd Street Community Complex. Any early relocation to any other space would be subject to approval by Miami-Dade County at its sole discretion, and Developer shall be solely responsible for relocation costs, if any. Developer shall include any proposed library relocation as part of its submittal.
11. **Development and Sale Agreement:** The form of the City's Development and Sale Agreement is attached as Appendix D hereto, and incorporates, among other terms, the Project

requirements outlined in Appendix A, among other terms proposed by the City, including with respect to the following:

- 11.1. Term of the Agreement.
- 11.2. Payment and related terms.
- 11.3. Developer's evidence to City of the required private debt and equity financing.
- 11.4. Mechanisms for funding Developer's equity and private debt.
- 11.5. Coordination of scheduling of construction of the Project.
- 11.6. The outside date by which all conditions for possession of the Site must take place; outside date for Developer's construction loan closing; target dates for construction, including outside date for commencement of construction and completion of construction, and opening date for the Project.
- 11.7. City Commission approval of transfers affecting either a sale of the project or a direct or indirect controlling interest in developer.
- 11.8. Design development and planning for the Project, including:
  - a. The Developer's responsibility for the planning, design, development, and construction of the Project, including the selection, engagement and payment of architects, consultants, contractors, subcontractors, and others engaged in connection with planning, development, and construction of the Project.
  - b. The City's role, in its proprietary capacity, in reviewing and providing input to the conceptual plans, design development plans, and final plans and specifications relating to the Project. The development and/or sale agreement will require prior City approval of any material change to the City approved plans. Notwithstanding the foregoing, the Developer shall be solely responsible for obtaining all required final, non-appealable approvals in accordance with the City's Land Development Regulations.
  - c. Adherence to the minimum parking requirement and applicable height restriction (unless amendments to the Land Development Regulations are proposed).
  - d. Developer's obligation with regard to construction, operation, and maintenance of the Project.
- 11.9. Execution of Ancillary Agreements

**12. No Warranties or Representations by City.** Any information provided by City under this RFP is solely to provide background information for the convenience of the Bidders. City makes no representations or warranties, express or implied, of any kind whatsoever with respect to any of the matters identified in this RFP or exhibits thereto, including but not limited to the matters referenced in this Appendix C.

## APPENDIX B

# MIAMI BEACH

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## Prevailing Wage and Local Workforce Participation Program and Wage Determination

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REQUEST FOR PROPOSALS (RFP) 2021-350-KB  
FOR THE DEVELOPMENT OF LOTS ON COLLINS  
AVENUE BETWEEN 75<sup>TH</sup> AND 76<sup>TH</sup> STREETS

PROCUREMENT DEPARTMENT  
1755 Meridian Avenue, 3<sup>rd</sup> Floor  
Miami Beach, Florida 33139

**The Requirements of the  
Prevailing Wage and Local Workforce Participation Programs  
shall apply to the award of this project.**

The purpose of this appendix is to summarize, for clarity, the requirements of the City's Prevailing Wage and Local Workforce Program Requirements. In the event of any omissions or conflicts, the requirements of the City Code, with respect to these programs, shall prevail.

**I. MINIMUM WAGES AND BENEFITS**

- 1.
2. Employee Compensation. The rate of wages and fringe benefits, or cash equivalent, for all laborers, mechanics and apprentices employed by the contractor or subcontractor on the work covered by the contract, shall be not less than the prevailing rate of wages and fringe benefit payments or cash equivalence for similar skills or classifications of work as established by the Federal Register last published by the United States Department of Labor prior to the date of issuance of this solicitation. (reference: Sec 31-27).
3. Notice Requirement. On the date on which any laborer or mechanic commences work on a construction contract to which this article applies, the contractor shall be required to post a notice in a prominent place at the work site stating the requirements of this article. (reference: Sec 31-29).
4. Certified Payrolls. With each payment application, Contractor shall submit a copy of all payrolls, including (at a minimum) the name and zip code for the covered employee, to the City accompanied by a signed "Statement of Compliance" indicating that the payrolls are correct and complete and that each laborer or mechanic has been paid not less than the proper prevailing wage rate for the work performed. Beginning, January 30, 2018, all payroll submittals shall be completed electronically via the City's electronic compliance portal, LCP Tracker. No payment application shall be deemed accepted until such time as the Procurement Department has confirmed that a certified payroll for the applicable payment application has been accurately submitted in LCP Tracker.
  - a. LCP Tracker Training. The Procurement Department offers ongoing training in LCP Tracker to all contractors. To schedule a training session, contact Alian Gonzalez at [AlianGonzalez@MiamiBeachFL.gov](mailto:AlianGonzalez@MiamiBeachFL.gov) or at 305-673-7490.

**II. LOCAL WORKFORCE PARTICIPATION GOALS**

1. Responsible Contractor Affidavit (RCA). As a condition of being responsive to the requirements of the solicitation and eligible to be considered for award, the Contractor shall submit a Responsible Contractor Affidavit affirming that it will make its best reasonable efforts to promote employment opportunities for Miami-Dade County residents by seeking to achieve a project goal of having thirty percent (30%) of all construction labor hours performed by Miami-Dade County residents. The Contractor shall also affirm that it will make its best reasonable efforts to promote employment opportunities for Miami Beach residents. Failure to submit the RCA shall result in the bid or proposal being disqualified and deemed non-responsive.
2. Workforce Performance Report. Before its final application for payment, the Contractor shall submit its final Certified Payroll in LCP Tracker, which shall be deemed its final Workforce Performance Report. If the project goal of thirty percent (30%) of all construction labor hours to be performed by Miami-Dade County residents is not met, the Contractor shall submit supporting documentation verifying reasonable efforts to promote employment opportunities for Miami Beach and Miami-Dade County residents. No final payment application may be approved without this information.



# LOCAL WORKFORCE PARTICIPATION PROGRAM

## Responsible Contractor Affidavit Form

In accordance with Article III, Section 31-40 of the Miami Beach Code, all contractors and subcontractors of any tier performing on a city contract valued in excess of \$1,500,000 for (i) the construction, demolition, alteration and/or repair of city buildings or city public works projects, or (ii) a contract valued in excess of \$1,500,000 which provides for privately-funded construction, demolition, alteration and/or repair of buildings or improvements located on city-owned land, and which are subject to Section 31-40 of the Miami Beach Code shall comply with the requirements of the Local Workforce Participation Program.

The undersigned Contractor affirms that, should it be awarded the contract pursuant to this solicitation, it shall comply with the following:

- i. The contractor will make its best reasonable efforts to promote employment opportunities for local Miami-Dade County residents and seek to achieve a project goal of having thirty percent (30%) of all construction labor hours performed by Miami-Dade County residents.
- ii. The contractor will also make its best reasonable efforts to promote employment opportunities for Miami Beach residents. To verify workers' residency, contractor(s) shall provide the residence address of each worker.

\_\_\_\_\_  
Print Name of Affiant

\_\_\_\_\_  
Print Title of Affiant

\_\_\_\_\_  
Signature of Affiant

\_\_\_\_\_  
Name of Firm

\_\_\_\_\_  
Date

\_\_\_\_\_  
Address of Firm

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip Code

## APPENDIX C

# MIAMI BEACH

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## Resiliency Standards

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REQUEST FOR PROPOSALS (RFP) 2021-350-KB  
FOR THE DEVELOPMENT OF LOTS ON COLLINS  
AVENUE BETWEEN 75<sup>TH</sup> AND 76<sup>TH</sup> STREETS

PROCUREMENT DEPARTMENT  
1755 Meridian Avenue, 3<sup>rd</sup> Floor  
Miami Beach, Florida 33139

The City of Miami Beach requires all new construction over 7,000 square feet or ground floor additions to existing structures that encompass over 10,000 square feet of additional floor area to be LEED Gold Certified or have Living Building Challenge certification.

The City's goal is to design, build, and operate a new generation of efficient, environmentally responsible, healthy, and resilient buildings, as well as to reduce the City's greenhouse gas emissions. The practice of green building can have a significant impact on reducing energy, water, natural resource consumption, GHG emissions and improve our citizens' and visitors' well-being through improved indoor air quality and comfort.

A resilient building and project site should incorporate the following elements:

- increase energy efficiency in buildings and reduce greenhouse gas production and emissions;
- encourage water and resource conservation;
- reduce waste generated by construction projects;
- reduce long-term building operating and maintenance costs;
- improve indoor air quality and occupant health;
- maximize the use of green and blue infrastructure to treat, retain, and manage stormwater;
- utilize native vegetation and Florida-friendly canopy trees to maximize natural infrastructure and biodiversity throughout the site;
- consider the stresses of climate change, including but not limited to extreme heat, rising ground water, and frequency and severity of storms when designing for function and form;
- utilize the South Florida Climate Change Compacts Unified Sea Level Rise Projection when considering elevations of the site;
- utilize public art and placemaking opportunities to enhance the resiliency of the site;
- placemaking should incorporate business and marketing opportunities;
- community aesthetics, cultural identity, and cohesion; and serve to brand the City of Miami Beach as a resilient City;
- encourage sound urban planning principles;
- encourage social equity.

Resiliency design principles should be incorporated into the design and construction of City-Owned Lots and Garages. These include:

- Robust design is well-conceived, constructed and managed and includes making provision to ensure failure is predictable, safe, and not disproportionate to the cause. For example, protective infrastructure that is robust will not fail catastrophically when design thresholds are exceeded.
- Redundancy: refers to spare capacity purposively created to accommodate disruption due to extreme pressures, surges in demand or an external event. It includes diversity where there are multiple ways to achieve a given need.
- Flexibility: refers to the willingness and ability to adopt alternative strategies in response to changing circumstances or sudden crises. Systems can be made more flexible through introducing new technologies or knowledge, including recognizing traditional practices.

- Integrated: processes bring together systems and institutions and can also catalyze additional benefits as resources are shared and actors are enabled to work together to achieve greater ends.

The successful Bidder will be familiar with the work of the Southeast Florida Regional Climate Compact <http://www.southeastfloridaclimatecompact.org/> and the Resilient305 Strategy <http://resilient305.com/>. Urban resilience is the capacity of individuals, communities, institutions, businesses, and systems within a city to survive, adapt, and grow no matter what kinds of chronic stresses and acute shocks they experience.

Building urban resilience requires looking at a city holistically: understanding the systems that make up the city and the interdependencies and risks they may face. By strengthening the underlying fabric of a city and better understanding the potential shocks and stresses it may face, a city can improve its development trajectory and the well-being of its citizens.

Chronic stresses are slow moving disasters that weaken the fabric of a city. They include, like overtaxed or inefficient public transportation system. On the other hand, acute shocks are sudden, sharp events that threaten a city, like floods or terrorist attacks for example.

Resilient design is therefore the intentional design of buildings, landscapes, communities, and regions in order to respond to natural and manmade disasters and disturbances—as well as long-term changes resulting from climate change—including sea level rise, increased frequency of heat waves, and drought.

## APPENDIX D

# MIAMI BEACH


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## Periscope S2G (BidSync) Instructions

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REQUEST FOR PROPOSALS (RFP) 2021-350-KB  
FOR THE DEVELOPMENT OF LOTS ON COLLINS  
AVENUE BETWEEN 75<sup>TH</sup> AND 76<sup>TH</sup> STREETS

PROCUREMENT DEPARTMENT  
1755 Meridian Avenue, 3<sup>rd</sup> Floor  
Miami Beach, Florida 33139



*Part I:*  
Step By Step Guide for  
Registering with Periscope  
S2G (formally BidSync)

**MIAMIBEACH**

Procurement Department

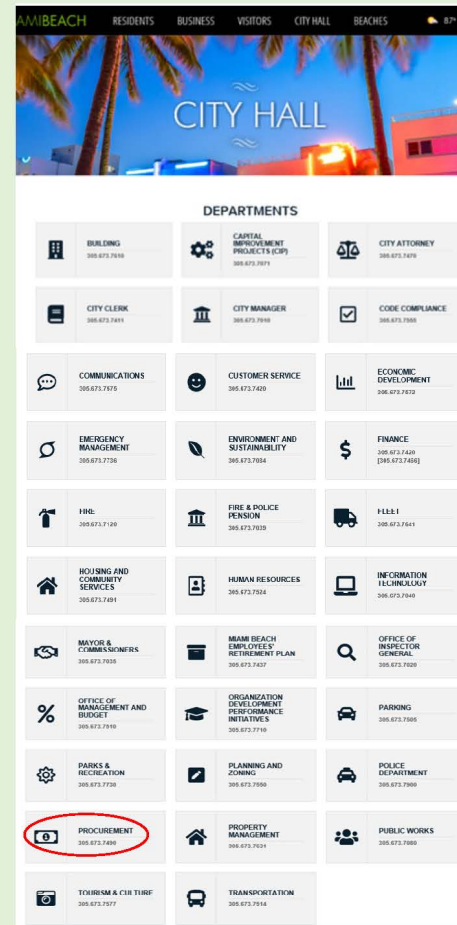
## Step 1:

- Enter City of Miami Beach Website [www.miamibeachfl.gov](http://www.miamibeachfl.gov) and click “CITY HALL.”



## Step 2:

- Scroll the Departments listed and click on the “PROCUREMENT” tile.





## Step 3:

- Scroll down and click “How to become a vendor?” under the Top Links section.

The screenshot shows the Miami Beach Procurement website. At the top, there is a navigation bar with links for RESIDENTS, BUSINESS, VISITORS, CITY HALL, and BEACHES. Below the navigation bar is a header for "PROCUREMENT" with a sub-header "HOME | CITY HALL | PROCUREMENT".

The main content area features a blue box with the following text:

**To assure the safety of all parties, the following measures have been taken.**

1. The Procurement Department will be working remotely until further notice. All interactions shall be electronic or telephonic. A staff directory is available at <https://www.miamibeachfl.gov/city-hall/procurement/contact-procurement/>.
2. Any question regarding any active solicitation shall be submitted electronically via BidSync or via email to the contracting officer named in the solicitation. It is important to remember that the cone of silence is in place for all active solicitations.
3. Any non-solicitation vendor concern or request for assistance (e.g., registration, payments, deliveries, etc.) should be submitted to [vendorsupport@miamibeachfl.gov](mailto:vendorsupport@miamibeachfl.gov).
4. All bid submittals pursuant to solicitations issued before March 30, 2020 will be converted to electronic bids and delivered electronic via BidSync. Vendors will be notified formally via addendum. Hard copy bids should not be delivered to the Procurement Office.
5. All bids submittals pursuant to solicitations issued on or after March 30, 2020 should be delivered electronically via BidSync. Hard copy bids should not be delivered to the Procurement Office.

Below the notice is a profile for Alex Denis, Director of Procurement. His contact information is listed on the right side of the page:

- ALEX DENIS**, Director
- Email: [procurement@miamibeachfl.gov](mailto:procurement@miamibeachfl.gov)
- Phone: 305.673.7490
- Address: 1755 Meridian Avenue, 3rd Floor, Miami Beach, Florida 33139
- Hours: Monday - Friday 8:30am - 5pm
- Additional information

At the bottom of the page, there is a "TOP LINKS" section with a grid of buttons:

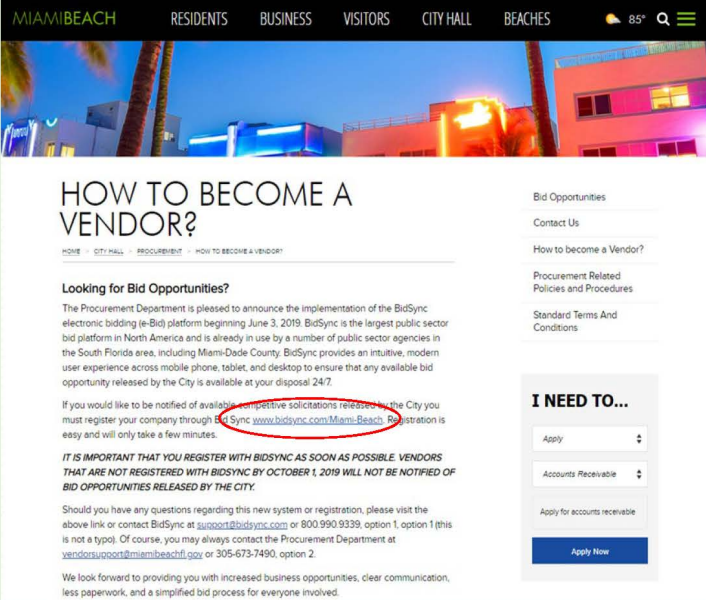
BID OPPORTUNITIES	CONTRACTS	<b>HOW TO BECOME A VENDOR?</b>
PROCUREMENT RELATED POLICIES AND PROCEDURES	PROJECTS UNDER CONE OF SILENCE	STANDARD TERMS AND CONDITIONS

The "HOW TO BECOME A VENDOR?" button is circled in red in the original image.

## Step 4:

- Click on the link located in the “Looking for Bid Opportunities” Section;

<https://prod.bidsync.com/Miami-Beach>



The screenshot shows the Miami Beach BidSync website. The navigation bar includes links for MIAMI BEACH, RESIDENTS, BUSINESS, VISITORS, CITY HALL, and BEACHES. The main heading is "HOW TO BECOME A VENDOR?". Below this, there is a section titled "Looking for Bid Opportunities?" which contains the following text:

The Procurement Department is pleased to announce the implementation of the BidSync electronic bidding (e-Bid) platform beginning June 3, 2019. BidSync is the largest public sector bid platform in North America and is already in use by a number of public sector agencies in the South Florida area, including Miami-Dade County. BidSync provides an intuitive, modern user experience across mobile phone, tablet, and desktop to ensure that any available bid opportunity released by the City is available at your disposal 24/7.

If you would like to be notified of available competitive solicitations released by the City you must register your company through Bid Sync [www.bidsync.com/Miami-Beach](https://prod.bidsync.com/Miami-Beach). Registration is easy and will only take a few minutes.

**IT IS IMPORTANT THAT YOU REGISTER WITH BIDSYNC AS SOON AS POSSIBLE. VENDORS THAT ARE NOT REGISTERED WITH BIDSYNC BY OCTOBER 1, 2019 WILL NOT BE NOTIFIED OF BID OPPORTUNITIES RELEASED BY THE CITY.**

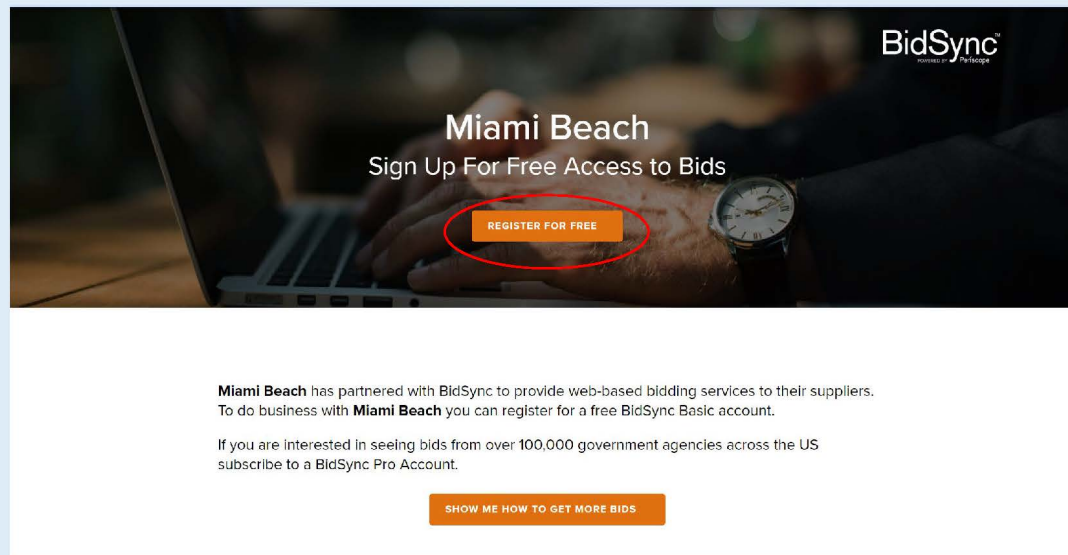
Should you have any questions regarding this new system or registration, please visit the above link or contact BidSync at [support@bidsync.com](mailto:support@bidsync.com) or 800.990.9339 option 1, option 1 (this is not a typo). Of course, you may always contact the Procurement Department at [vendorsupport@miamibeachfl.gov](mailto:vendorsupport@miamibeachfl.gov) or 305-673-7490, option 2.

We look forward to providing you with increased business opportunities, clear communication, less paperwork, and a simplified bid process for everyone involved.

On the right side of the page, there is a sidebar with the following links: Bid Opportunities, Contact Us, How to become a Vendor?, Procurement Related Policies and Procedures, and Standard Terms And Conditions. Below these links is a section titled "I NEED TO..." with a dropdown menu for "Apply" and "Accounts Receivable", and a button labeled "Apply Now".

## Step 5:

- Once you enter <https://prod.bidsync.com/Miami-Beach>, click “Register for Free.”



## Step 6:

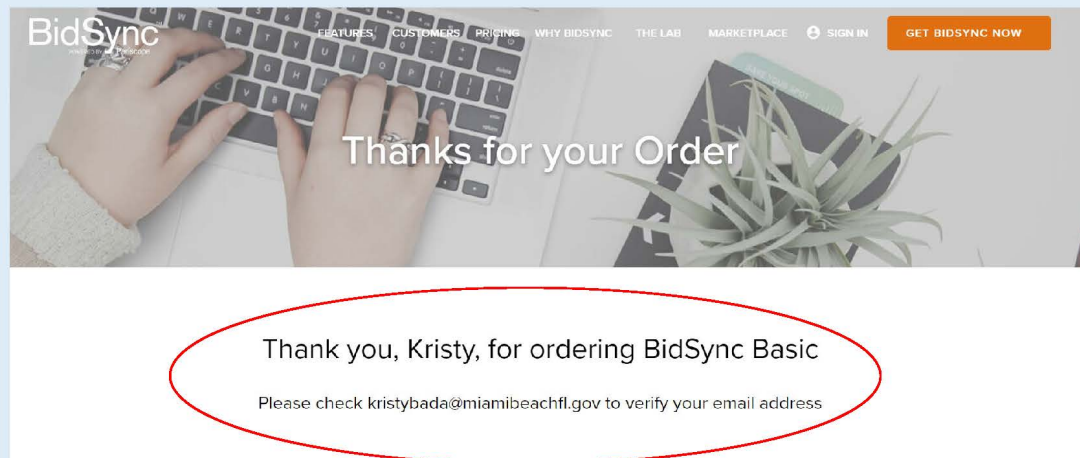
- Fill in the required information and click “Submit.”

The screenshot shows the 'Get BidSync Basic' registration page. It features a navigation bar with links for FEATURES, CUSTOMERS, PRICING, WHY BIDSYNC, THE LAB, MARKETPLACE, SIGN IN, and GET BIDSYNC NOW. The main heading is 'Get BidSync Basic'. Below this, there are input fields for 'Email Address' (with a note: 'We'll need to ensure your email isn't already in use'), 'Reconfirm Email' (with a 'verify' button), 'First Name', 'Last Name', 'Phone Number' (with an 'Extension' field), 'Address', 'City', 'State' (dropdown), and 'Zipcode'. A 'COMPARE PLANS' button is also visible. To the right, there is a section titled 'BidSync Basic' with descriptive text and a 'COMPARE PLANS' button.

The screenshot shows the second step of the registration process. It features the same navigation bar as the previous step. Below the heading, there are dropdown menus for 'Company Revenue', 'Company Size', 'Industry', and 'Why are you Registering With BidSync?'. At the bottom, there is a checkbox labeled 'Yes, I understand and agree to the BidSync Terms and Conditions.' and a 'SUBMIT' button, which is circled in red.

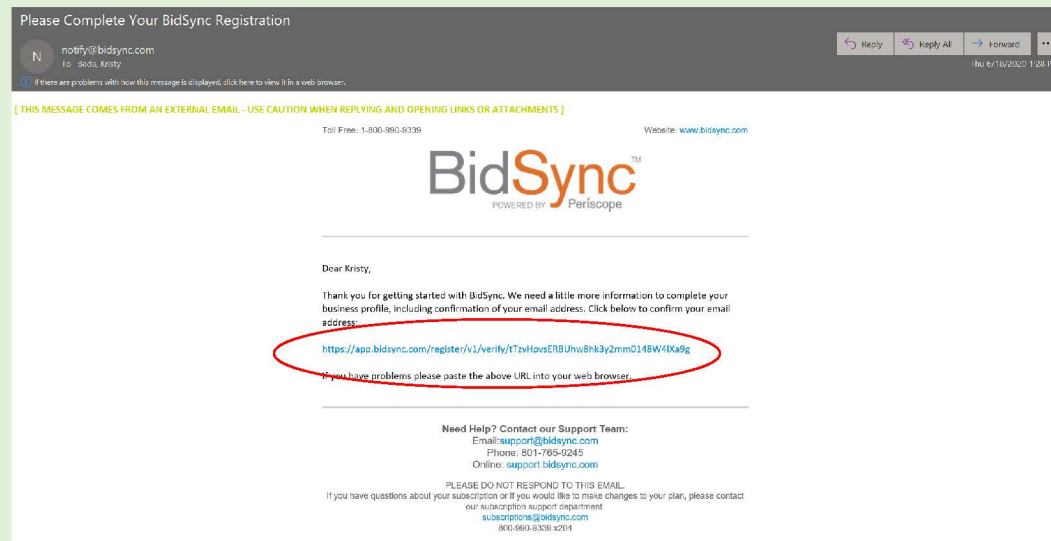
## Step 7:

- Once you submit visit your email to verify email address.



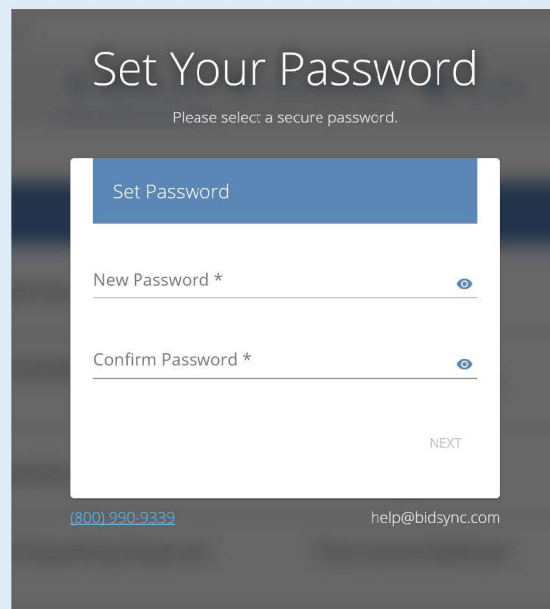
## Step 8:

- Click the link to confirm your email address.



## Step 9:

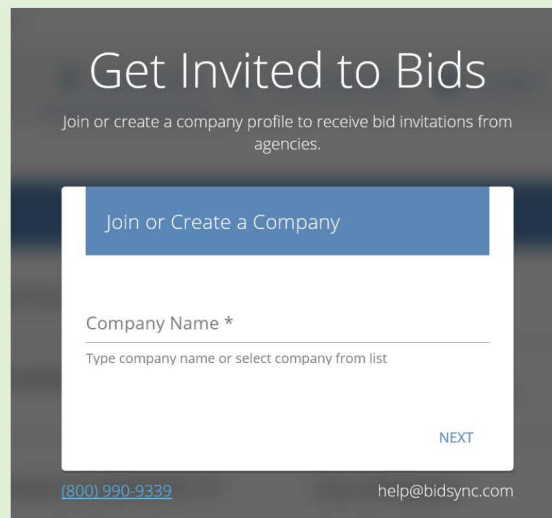
- Once you click the link, create your password.



The screenshot shows a dark grey background with the title "Set Your Password" in white. Below the title is the instruction "Please select a secure password." in a smaller white font. The form itself is a white rectangle with a blue header bar containing the text "Set Password". Inside the form, there are two input fields: "New Password \*" and "Confirm Password \*", each with a blue eye icon to its right. Below the input fields is a "NEXT" button. At the bottom of the form, there is a phone number "(800) 990-9339" and an email address "help@bidsync.com".

## Step 10:

- Join or Create a company.



The screenshot shows a dark grey rectangular box containing a white form. At the top of the box, the text 'Get Invited to Bids' is displayed in a large, white, sans-serif font. Below this, in a smaller white font, is the instruction: 'Join or create a company profile to receive bid invitations from agencies.' The form itself has a white background and a blue header bar at the top with the text 'Join or Create a Company'. Below the header bar, the text 'Company Name \*' is followed by a horizontal line. Underneath the line, the text 'Type company name or select company from list' is displayed. In the bottom right corner of the form, the word 'NEXT' is written in blue. At the bottom of the dark grey box, the phone number '(800) 990-9339' is on the left and the email address 'help@bidsync.com' is on the right.

Get Invited to Bids

Join or create a company profile to receive bid invitations from agencies.

Join or Create a Company

Company Name \*

Type company name or select company from list

NEXT

[\(800\) 990-9339](tel:8009909339) [help@bidsync.com](mailto:help@bidsync.com)



## Step 11:

- Once you have joined or created a company you must select a sales territory.

### Sales Territory

Select all areas you are able to provide your goods or services

#### Regions

		
UNITED STATES	UNITED STATES AND CANADA	SPECIFIC STATES (US) OR PROVINCES (CAN)
BACK	CONTINUE	

[\(800\) 990-9339](tel:8009909339) [help@bidsync.com](mailto:help@bidsync.com)

## Step 12:

- Select three (3) keywords to create a bid list that fits your business and click “next.”



**Enter Keywords**

Keywords are used to create a bid list that fits your business.  
You can edit keywords later after you log into BidSync.

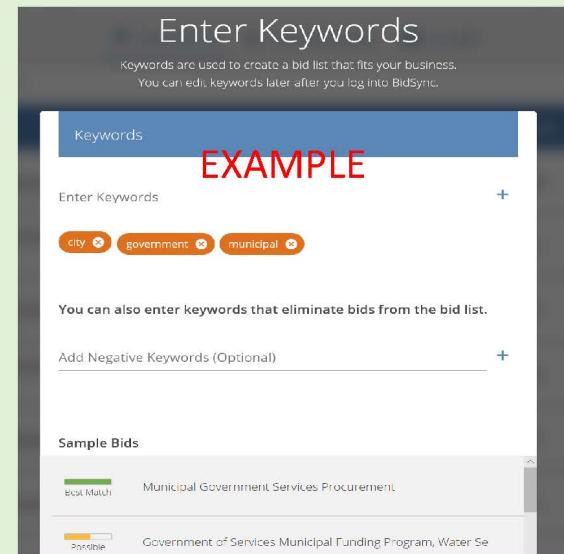
Keywords

Enter Keywords +

Keyword 1   Keyword 2   Keyword 3

BACK   NEXT

[\(800\) 990-9339](tel:8009909339)   [help@bidsync.com](mailto:help@bidsync.com)



**Enter Keywords**

Keywords are used to create a bid list that fits your business.  
You can edit keywords later after you log into BidSync.

Keywords

**EXAMPLE**

Enter Keywords +

city   government   municipal

You can also enter keywords that eliminate bids from the bid list.

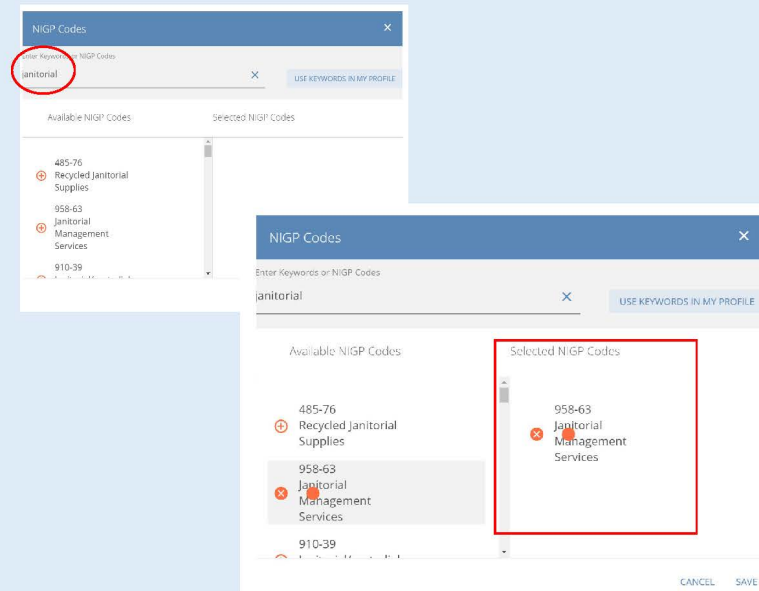
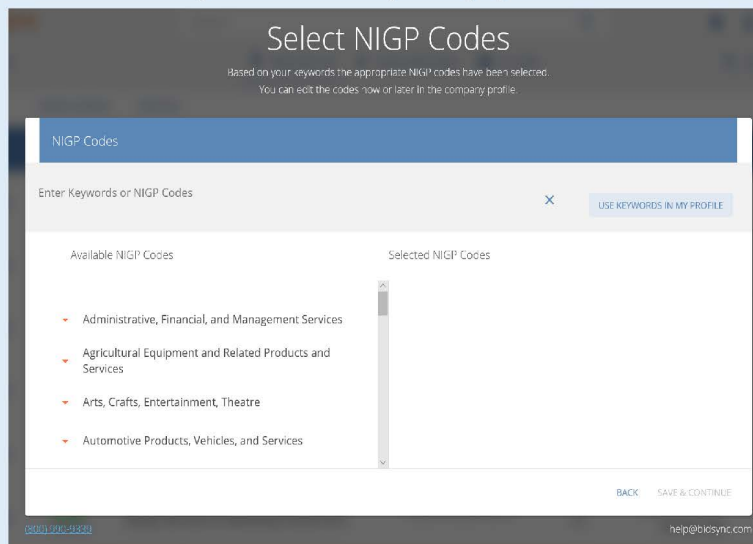
Add Negative Keywords (Optional) +

**Sample Bids**

Best Match	Municipal Government Services Procurement
Possible	Government of Services Municipal Funding Program, Water Se

## Step 13:

- Select the NIGP Code that match your keywords or search codes that match your company profile.



# Congratulations, your business profile is complete!

Your Bids are Ready

We've created a list of bids, just for you!

[TAKE ME TO THE BID LIST](#)

You can use the additional edit options now or later in the settings to further refine your bid list.

[INCREASE BID RELEVANCY](#)

[\(800\) 990-9339](tel:8009909339)

[help@bidsync.com](mailto:help@bidsync.com)



# BidSync Notifications

- Registered firms will receive emails from Bidsync with advertised solicitations that meets keywords selected during registration.

The screenshot shows an email notification from BidSync. The header includes the subject "New Bids!" and the sender "notify@bidsync.com". A warning banner states: "[ THIS MESSAGE COMES FROM AN EXTERNAL EMAIL - USE CAUTION WHEN REPLYING AND OPENING LINKS OR ATTACHMENTS ]".

**BidSync**  
Web site: www.bidsync.com  
Toll Free: 1-800-466-0350  
support@bidsync.com

**Subscription Type:** BidSync Basic  
**Subscription Locations:** FL  
**Keywords:** city, government, municipal, 950-10, grants, cities  
**Excluded Keywords:** N/A  
[Update Notification Settings](#)

**Your Bid Notifications**

**BEST MATCH**

**HVAC Split Unit Air Conditioners**  
City of Santa Clara  
Spectra, on behalf of the City of Santa Clara is requesting bids for two (2) wall mounted HVAC Split Unit Air Conditioners for use at the facility, in accordance with the Agreement for the Management and Operation of the Santa Clara Convention Center, dated March 12, 2019. The quantities specified h... [Read More](#)

[View Bid](#)

**Bid #:** 2006-001  
**Due:** 07/31/2020  
**33 Days Left**

[See all new bids](#)

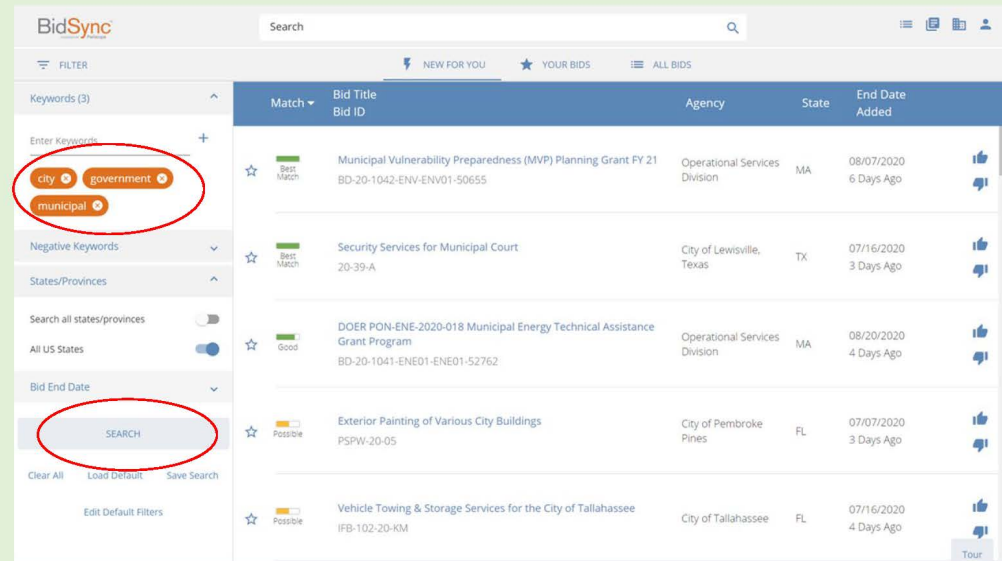
**Want to see more relevant bids?**  
Add positive or negative keywords to your profile.

## BidSync Notifications (Continued)

- Firms will also be able to log-in to their BidSync profile and view advertisements that meet the firms preselected keywords; this is automatically generated by BidSync.

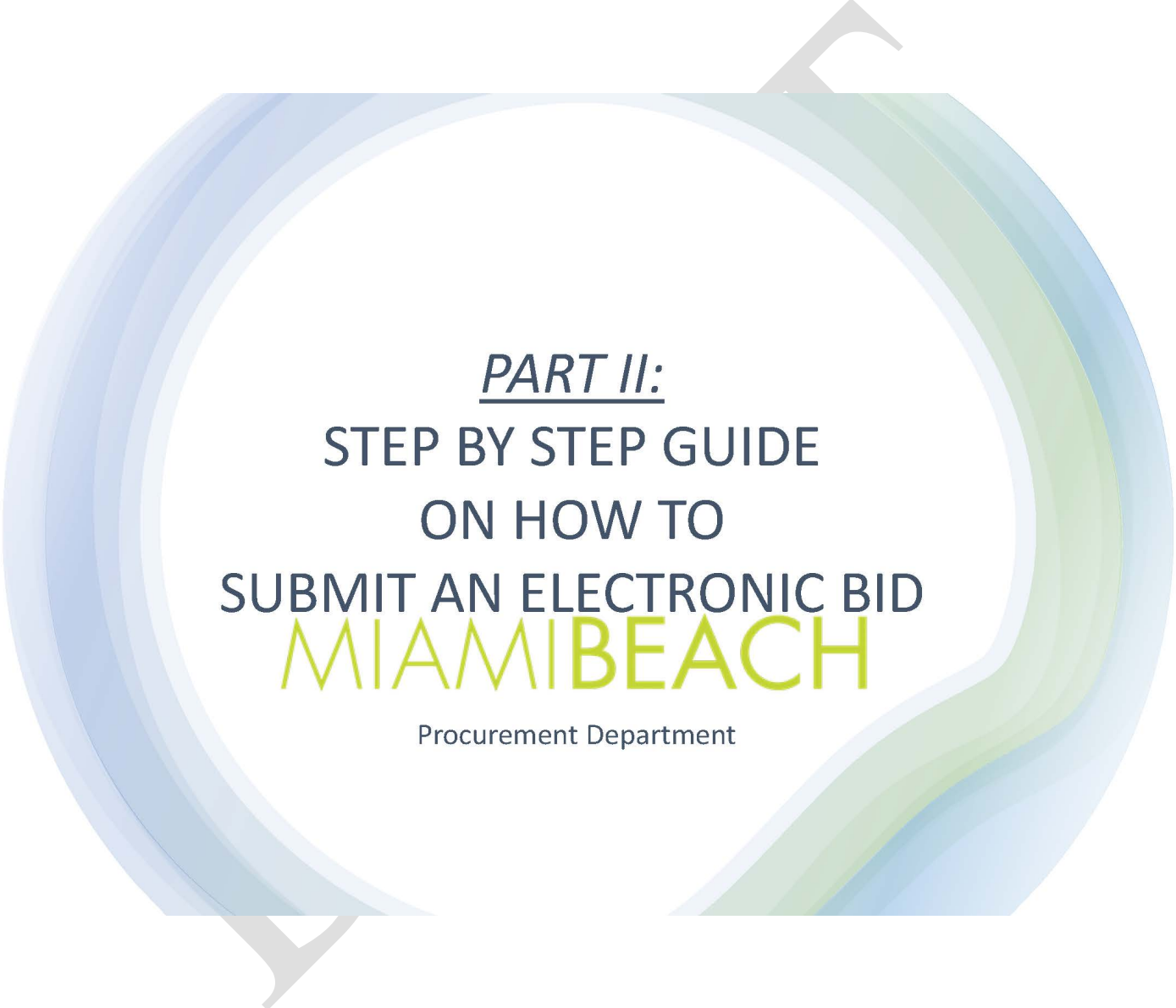
OR

- Firms may also search for solicitations via the BidSync search database.



The screenshot displays the BidSync search interface. On the left, a 'FILTER' sidebar includes sections for 'Keywords (3)', 'Negative Keywords', 'States/Provinces', 'Search all states/provinces', 'All US States', and 'Bid End Date'. The 'Keywords' section is highlighted with a red circle, showing 'city', 'government', and 'municipal' as selected keywords. Below this, a 'SEARCH' button is also circled in red. The main area shows a table of bid listings with columns for 'Match', 'Bid Title Bid ID', 'Agency', 'State', and 'End Date Added'. The table contains five rows of bid listings, each with a star icon and a thumbs-up/down icon.

Match	Bid Title Bid ID	Agency	State	End Date Added
Best Match	Municipal Vulnerability Preparedness (MVP) Planning Grant FY 21 BD-20-1042-ENV-ENV01-50655	Operational Services Division	MA	08/07/2020 6 Days Ago
Best Match	Security Services for Municipal Court 20-39-A	City of Lewisville, Texas	TX	07/16/2020 3 Days Ago
Good	DOER PON-ENE-2020-018 Municipal Energy Technical Assistance Grant Program BD-20-1041-ENE01-ENE01-52762	Operational Services Division	MA	08/20/2020 4 Days Ago
Possible	Exterior Painting of Various City Buildings PSPW-20-05	City of Pembroke Pines	FL	07/07/2020 3 Days Ago
Possible	Vehicle Towing & Storage Services for the City of Tallahassee IFB-102-20-KM	City of Tallahassee	FL	07/16/2020 4 Days Ago



*PART II:*  
STEP BY STEP GUIDE  
ON HOW TO  
SUBMIT AN ELECTRONIC BID  
**MIAMIBEACH**

Procurement Department

# Step 1:

If interested in a solicitation click “Add to My Bids.”

The screenshot displays the BidSync Links website interface. At the top, the logo 'BidSync Links' is visible, along with navigation links for Home, My account, Orders, Agency list, and Admin. The main content area features a bid listing for 'Bid #2006-014 - Professional Coastal Engineering Services for Waterway Dredging' from the City of Miami Beach, FL. The listing includes the bid title, agency name, and key dates: 'Time left: 2 days, 8 hrs', 'Bid started: Jun 08, 2020 3:59:50 PM EDT', and 'Bid ends: Jun 12, 2020 5:00:00 PM EDT'. Below the bid details, there are two buttons: 'Download Bid Packet' and 'Add to My bids', with the latter being circled in red. A horizontal menu below the buttons contains tabs for 'Details', 'Documents', 'Line items', 'Q&A', 'Vendor ads', and 'Planholder's list'. The 'Details' tab is active, showing the bid title and a 'RFQ' icon. The 'Bid Comments' section contains a '1. GENERAL' note stating that this is a Request for Qualifications (RFQ) issued by the City of Miami Beach, Florida, for prospective proposers to submit proposals for the City's consideration in evaluating qualifications to select a firm with whom it may negotiate an agreement for the purpose noted herein. A disclaimer at the bottom states that prospective proposers who have obtained this solicitation in any manner other than via BidSync (www.bidsync.com) are advised that the City utilizes BidSync (www.bidsync.com) for automatic notification of competitive solicitation opportunities and document fulfillment, including the issuance of any addendum to this RFQ. Any Prospective Proposer who has received this RFQ by any means other than through BidSync must register immediately with BidSync to assure it receives any addendum issued to this RFQ. Failing to receive an addendum may result in disqualification of proposal submitted.



## Step 2:

You will find various tabs for the solicitation on the main page for the solicitation, read through information found in the “Details” tab.

The screenshot displays the BidSync Links interface for a specific bid. At the top, the logo "BidSync Links" is visible, along with navigation links for Home, My account, Orders, Agency list, and Admin. The main content area features the bid title "Bid #2006-014 - Professional Coastal Engineering Services for Waterway Dredging" and the city "MIAMI BEACH". Below the title, there are buttons for "Download Bid Packet" and "Add to My bids". A horizontal tabbed menu is present, with the "Details" tab highlighted and circled in red. The "Details" tab content includes the bid title, a "RFQ" icon, and a list of metadata: Time started (Jun 08, 2020 3:59:50 PM EDT), Bid contact (See contact information), Issuing agency (City of Miami Beach, FL - See other Bids by this agency), Issuing department (Procurement - See other Bids by this department), and Bid Comments (1 GENERAL - This Request for Qualifications (RFQ) is issued by the City of Miami Beach, Florida (the "City"), as the means for prospective Proposers to submit proposals for the City's consideration in evaluating qualifications to select a firm with whom it may negotiate an agreement for the purpose noted herein). A detailed disclaimer follows, stating that prospective proposers must register with BidSync and that failure to do so may result in disqualification of the proposal.

**Bid #2006-014 - Professional Coastal Engineering Services for Waterway Dredging**

MIAMI BEACH

City of Miami Beach, FL Procurement

Time left: 2 days, 8 hrs  
Bid started: Jun 08, 2020 3:59:50 PM EDT  
Bid ends: Jun 12, 2020 5:00:00 PM EDT

[Download Bid Packet](#) [Add to My bids](#)

**Details** Documents Line items Q&A Vendor ads Planholder's list

**Bid #2006-014 - Professional Coastal Engineering Services for Waterway Dredging**

RFQ

Time started: Jun 08, 2020 3:59:50 PM EDT  
Bid contact: [See contact information](#)  
Issuing agency: City of Miami Beach, FL [See other Bids by this agency](#)  
Issuing department: Procurement [See other Bids by this department](#)  
Bid Comments: **1 GENERAL** - This Request for Qualifications (RFQ) is issued by the City of Miami Beach, Florida (the "City"), as the means for prospective Proposers to submit proposals for the City's consideration in evaluating qualifications to select a firm with whom it may negotiate an agreement for the purpose noted herein.

Prospective Proposers that have obtained this solicitation in any manner other than via BidSync ([www.bidsync.com](http://www.bidsync.com)) are advised that the City utilizes BidSync ([www.bidsync.com](http://www.bidsync.com)) for automatic notification of competitive solicitation opportunities and document fulfillment, including the issuance of any addendum to this RFQ. Any Prospective Proposer who has received this RFQ by any means other than through BidSync must register immediately with BidSync to assure it receives any addendum issued to this RFQ. **Failure to receive an addendum may result in disqualification of proposal submitted.**


## Step 3:

Proceed to the "Documents" tab.

**Bid #2006-014 - Professional Coastal Engineering Services for Waterway Dredging**  
City of Miami Beach, FL Procurement


Time left: 2 days, 5 hrs  
Bid started: Jun 08, 2020 2:59:50 PM CDT  
Bid ends: Jun 12, 2020 4:00:00 PM CDT

**MIAMI BEACH**  
[? How do I place an offer?](#)

Notifications are OFF   
With notifications turned off you will not be notified of the following information for this Bid: Addendums, Q&A, and Pre-bid conferences  
[Notify me about this Bid](#)

[Download Bid Packet](#) [Add to My bids](#)

Details **Documents** Line items Q&A Vendor ads Planholder's list

**Bid #2006-014 - Professional Coastal Engineering Services for Waterway Dredging**  
RFQ 

You must view/accept all documents before you can place an offer on this bid.

## Step 4:

Next you must view/accept all documents and complete the questionnaire found in the “Documents” tab before you can place an offer. To accept or view a pending document, click on the name of the document, NOT on [download]. Click on download only if you want to save the document to your computer and/or print it out. When working with a document from this section, be sure to save your work at least every 30 minutes to avoid losing any data that you have entered.

**Bid #2006-014 - Professional Coastal Engineering Services for Waterway Dredging**  
City of Miami Beach, FL Procurement

Time left: 2 days, 5 hrs  
Bid started: Jun 08, 2020 2:59:50 PM CDT  
Bid ends: Jun 12, 2020 4:00:00 PM CDT

Notifications are OFF

With notifications turned off you will not be notified of the following information for this Bid: Addendums, Q&A, and Pre-bid conferences

Download Bid Packet Add to My bids

Details Documents Line items Q&A Vendor ads Planholder's list

**Bid #2006-014 - Professional Coastal Engineering Services for Waterway Dredging**  
RFQ

You must view/accept all documents before you can place an offer on this bid.

To accept or view a pending document, click on the name of the document, NOT on [download]. Click on download only if you want to save the document to your computer and/or print it out.

When working with a document from this section, be sure to save your work at least every 30 minutes to avoid losing any data that you have entered.

Select the documents you want to view:

- RFQ 2020-161-ND 3.19.20\_ESW.doc [download] [Not viewed]
- Bid Submittal Questionnaire W/O Living Wage and Equal Ben. - Final [download] [Pending]

**Bid #2006-014 - Professional Coastal Engineering Services for Waterway Dredging**  
City of Miami Beach, FL Procurement

Time left: 2 days, 5 hrs  
Bid started: Jun 08, 2020 3:59:50 PM EDT  
Bid ends: Jun 12, 2020 5:00:00 PM EDT

Download Bid Packet Add to My bids

Details Documents Line items Q&A Vendor ads Planholder's list

**Bid #2006-014 - Professional Coastal Engineering Services for Waterway Dredging**  
RFQ

You must view/accept all documents before you can place an offer on this bid.

To accept or view a pending document, click on the name of the document, NOT on [download]. Click on download only if you want to save the document to your computer and/or print it out.

When working with a document from this section, be sure to save your work at least every 30 minutes to avoid losing any data that you have entered.

Select the documents you want to view:

- RFQ 2020-161-ND 3.19.20\_ESW.doc [download] [Viewed]
- Bid Submittal Questionnaire W/O Living Wage and Equal Ben. - Final [download] [Accepted]

Select all Deselect all

= Included in Bid Packet  = Excluded from Bid Packet

Generate zip file Send to Print Vendor

Download Bid Packet

Bid packet is a .pdf file that includes all documents and bid details, including line items.

## Step 5:

Once you have completed the documents tab you may proceed to the “Line Items” tab.

**Bid #2006-014 - Professional Coastal Engineering Services for Waterway Dredging**

MIAMI BEACH

[How do I place an offer?](#)

City of Miami Beach, FL Procurement

Time left: 2 days, 5 hrs  
Bid started: Jun 08, 2020 3:59:50 PM EDT  
Bid ends: Jun 12, 2020 5:00:00 PM EDT

[Download Bid Packet](#) [Add to My bids](#)

Details Documents **Line items** Q&A Vendor ads Planholder's list

Title	Description	Item Number	Has Offer	
<a href="#">SUBMIT - TAB 1 Cover Letter &amp; Table of Contents</a>	1.1 Cover Letter and Table of Contents. The cover letter must	2006-014-01-01	Yes	<a href="#">Place offer</a>

## Step 6:

In the “Line Items” tab you will find the submittal requirements for the solicitation. You must place an offer for every line item by clicking “place offer.”

**Bid #2006-014 - Professional Coastal Engineering Services for Waterway Dredging**

City of Miami Beach, FL Procurement

Time left: 2 days, 5 hrs  
Bid started: Jun 08, 2020 3:59:50 PM EDT  
Bid ends: Jun 12, 2020 5:00:00 PM EDT

[Download Bid Packet](#) [Add to My bids](#)

[MIAMI BEACH](#) [How do I place an offer?](#)

Details Documents **Line items** Q&A Vendor ads Planholder's list

Title	Description	Item Number	Has Offer	
<a href="#">SUBMIT - TAB 1 Cover Letter &amp; Table of Contents</a>	1.1 Cover Letter and Table of Contents. The cover letter must	2006-014-01-01	Yes	<a href="#">Place offer</a>

## Step 7:

Then click “Upload Attachment” to upload your response(s) to each line item/submittal requirement

**Bid #2006-014 - Professional Coastal Engineering Services for Waterway Dredging**

Page 1 of 1

Time Left: 2 days, 4 hrs      Bid Ends: Jun 12, 2020 5:00:00 PM EDT      Line Items per page: 5

**Offer**

2006-014-01-01	<a href="#">Default Lot SUBMIT - TAB 1 Cover Letter &amp; Table of Contents</a>	Product Code <input type="text"/> (optional)	Prices are not requested for this item. <input type="button" value="Save"/>
	Notes for Buyer <input type="text"/>	<a href="#">Attachments</a> <a href="#">Upload Attachment</a>	
2006-014-01-02	<a href="#">Default Lot SUBMIT - TAB 2 Experience &amp; Qualifications of the Firm</a>	Product Code <input type="text"/> (optional)	Prices are not requested for this item. <input type="button" value="Save"/>
	Notes for Buyer <input type="text"/>	<a href="#">Attachments</a> <a href="#">Upload Attachment</a>	

## Step 8:

Upon submission of all line items/submittal requirements you must click “Review response” located at the bottom of line items page.

Bid Notes: These notes apply to the bid as a whole.

**Note:** This agency may choose to make all documents and notes open to the public.

\* Fee Waived.

## Step 9:

Next you must review your response and confirm you have provided responses/attachments where required. Then proceed to the bottom of the page, enter your password, and click “Confirm & Submit Response.”

**Offer Confirmation**

Please send me a confirmation email. \*\*If you have opted to block your notifications, you will not receive a confirmation email.

Username **testvendor3**

Password

Please be aware that typing in your password acts as your electronic signature, which is just as legal and binding as an original signature. (See [Electronic Signatures in Global and National Commerce Act](#) for more information.)

**Is your information correct?**  
If you made a mistake on an offer, click on the "Back" button below, and change your offer information.





CONGRATULATIONS YOU HAVE SUBMITTED YOUR OFFER !

Electronic responses to solicitations are to be submitted through BidSync until the date and time as indicated in the document. ***It is the sole responsibility of the Proposer to ensure its proposal reaches BidSync before the Solicitation closing date and time.*** There is no cost to the Proposer to submit a proposal in response to a City of Miami Beach solicitation via BidSync. Electronic proposal submissions may require the uploading of electronic attachments. The submission of attachments containing embedded documents or proprietary file extensions is prohibited. All documents should be attached as separate files (proposal format indicated below). All proposals received and time stamped through BidSync, prior to the proposal submittal deadline shall be accepted as timely submitted. Proposals will be opened promptly at the time and date specified. Hard copy proposals or proposals received electronically, either through email or facsimile, submitted prior to or after the deadline for receipt of proposals are not acceptable and will be rejected. Late bids cannot be submitted, bidders are cautioned to plan sufficiently. The City will in no way be responsible for delays caused by technical difficulty or caused by any other occurrence.

## APPENDIX E

# MIAMIBEACH

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## Proposal Certification Questionnaire and Requirements Affidavit

This document is a **REQUIRED FORM** that must be submitted fully completed and submitted.

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REQUEST FOR PROPOSALS (RFP) 2021-350-KB  
FOR THE DEVELOPMENT OF LOTS ON COLLINS  
AVENUE BETWEEN 75<sup>TH</sup> AND 76<sup>TH</sup> STREETS

PROCUREMENT DEPARTMENT  
1755 Meridian Avenue, 3<sup>rd</sup> Floor  
Miami Beach, Florida 33139

## BID SUBMITTAL QUESTIONNAIRE

### SECTION 1 – BID CERTIFICATION FORM

Solicitation No:	Solicitation Title:
------------------	---------------------

BIDDER'S NAME:		
NO. OF YEARS IN BUSINESS:	NO. OF YEARS IN BUSINESS LOCALLY:	NO. OF EMPLOYEES:
OTHER NAME(S) BIDDER HAS OPERATED UNDER IN THE LAST 10 YEARS:		
BIDDER PRIMARY ADDRESS (HEADQUARTERS):		
CITY:		
STATE:	ZIP CODE:	
TELEPHONE NO.:		
TOLL FREE NO.:		
FAX NO.:		
BIDDER LOCAL ADDRESS:		
CITY:		
STATE:	ZIP CODE:	
PRIMARY ACCOUNT REPRESENTATIVE FOR THIS ENGAGEMENT:		
ACCOUNT REP TELEPHONE NO.:		
ACCOUNT REP TOLL FREE NO.:		
ACCOUNT REP EMAIL:		
FEDERAL TAX IDENTIFICATION NO.:		

By virtue of submitting a bid, bidder agrees: a) to complete and unconditional acceptance of the terms and conditions of this document, inclusive of this solicitation, all specifications, attachments, exhibits and appendices and the contents of any Addenda released hereto; b) to be bound, at a minimum, to any and all specifications, terms and conditions contained herein or Addenda; c) that the bidder has not divulged, discussed, or compared the proposal with other bidders and has not colluded with any other bidder or party to any other bid; d) that bidder acknowledges that all information contained herein is part of the public domain as defined by the State of Florida Sunshine and Public Records Laws; e) the bidder agrees if this bid is accepted, to execute an appropriate City of Miami Beach document for the purpose of establishing a formal contractual relationship between the bidder and the City of Miami Beach, Florida, for the performance of all requirements to which the bid pertains; and f) that all responses, data and information contained in the bid submittal are true and accurate.

The individual named below affirms that s/he: is a principal of the applicant duly authorized to execute this questionnaire, and that the contents of said document(s) are complete, true, and correct to the best of his/her knowledge and belief.

Name of Bidder's Authorized Representative:	Title of Bidder's Authorized Representative:
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## SECTION 2 - ACKNOWLEDGEMENT OF ADDENDUM

After issuance of solicitation, the City may release one or more addendum to the solicitation, which may provide additional information to bidders or alter solicitation requirements. The City will strive to reach every bidder having received solicitation through the City's e-procurement system. However, bidders are solely responsible for assuring they have received any and all addendum issued pursuant to solicitation. This Acknowledgement of Addendum section certifies that the bidder has received all addendum released by the City pursuant to this solicitation. Failure to obtain and acknowledge receipt of all addenda may result in proposal disqualification.

Enter Initial to Confirm Receipt	Addendum 1	Enter Initial to Confirm Receipt	Addendum 6	Enter Initial to Confirm Receipt	Addendum 11
	Addendum 2		Addendum 7		Addendum 12
	Addendum 3		Addendum 8		Addendum 13
	Addendum 4		Addendum 9		Addendum 14
	Addendum 5		Addendum 10		Addendum 15

If additional confirmation of addendum is required, submit under separate cover.

## SECTION 3 - CONFLICT OF INTEREST

All bidders must disclose the name(s) of any officer, director, agent, or immediate family member (spouse, parent, sibling, and child) who is also an employee of the City of Miami Beach. Further, all bidders must disclose the name of any City employee who owns, either directly or indirectly, an interest of ten (10%) percent or more in the bidder entity or any of its affiliates.

YES       NO

If yes, please disclose the name(s):

	FIRST AND LAST NAME	OCCUPATION
1		
2		
3		
4		
5		
6		

## SECTION 4 - FINANCIAL CAPACITY

When requested by the City, each bidder shall arrange for Dun & Bradstreet to submit a Supplier Qualification Report (SQR) directly to the City. No proposal will be considered

without receipt, by the City, of the SQR directly from Dun & Bradstreet. The cost of the preparation of the SQR shall be the responsibility of the bidder. The bidder shall request the SQR report from D&B at:

<https://supplierportal.dnb.com/webapp/wcs/stores/servlet/SupplierPortal?storeId=11696>

**Bidders are responsible for the accuracy of the information contained in its SQR. It is highly recommended that each bidder review the information contained in its SQR for accuracy prior to submittal to the City and as early as possible in the solicitation process. For assistance with any portion of the SQR submittal process, contact Dun & Bradstreet at 800-424-2495.**

At time of request, bidder shall request that Dun & Bradstreet submit its Supplier Qualifier Report directly to the City, with bid or within three (3) days of request.

## **SECTION 5 - MORATORIUM ON TRAVEL TO AND THE PURCHASE OF GOODS OR SERVICES FROM MISSISSIPPI**

Pursuant to Resolution 2016-29375, the City of Miami Beach, Florida, prohibits official City travel to the state of Mississippi, as well as the purchase of goods or services sourced in Mississippi. Bidder shall agree that no travel shall occur on behalf of the City of Miami Beach to Mississippi, nor shall any product or services it provides to the City be sourced from this state.

By virtue of submitting bid, bidder agrees it is and shall remain in full compliance with Resolution 2016-29375

<https://www.miamibeachfl.gov/wp-content/uploads/2017/11/2016-29375-Resolution-Vendor-Moratorium-for-Services-Sources-from-North-Carolina-Mississippi-1.pdf>

## SECTION 6 - REFERENCES AND PAST PERFORMANCE

Project No.	<i>REQUEST FOR PROPOSALS (RFP) 2021-XXX-KB</i>
Project Title	

Bidder shall submit at least three (3) references for whom the bidder has completed work similar in size and nature as the work referenced in solicitation.

### Reference No.1

Firm Name:

Contact Individual Name and Title:

Address:

Telephone:

Contact's Email:

Narrative on Scope of Services Provided:

### Reference No.2

Firm Name:

Contact Individual Name and Title:

Address:

Telephone:

Contact's Email:

Narrative on Scope of Services Provided:

**Reference No.3**

Firm Name:

Contact Individual Name and Title:

Address:

Telephone:

Contact's Email:

Narrative on Scope of Services Provided:

**Additional Reference**

Firm Name:

Contact Individual Name and Title:

Address:

Telephone:

Contact's Email:

Narrative on Scope of Services Provided:

**SECTION 7 - STANDARD TERMS AND CONDITIONS**

The Standard Terms and Conditions are available at <https://www.miamibeachfl.gov/city-hall/procurement/standard-terms-and-conditions/> By virtue of submitting a bid, bidder attests that they have read and understand the applicable Standard Terms and Conditions as indicated in the solicitation.

Project No.	<i>REQUEST FOR PROPOSALS (RFP) 2021-XXX-KB</i>
Project Title	

**SECTION 8 - VENDOR CAMPAIGN CONTRIBUTIONS**

Bidders are expected to be or become familiar with, the City’s Campaign Finance Reform laws, as codified in Sections 2-487 through 2-490 of the City Code [https://library.municode.com/fl/miami\\_beach/codes/code\\_of\\_ordinances?nodeId=SPAG\\_EOR\\_CH2AD\\_ARTVIISTCO\\_DIV5CAFIRE](https://library.municode.com/fl/miami_beach/codes/code_of_ordinances?nodeId=SPAG_EOR_CH2AD_ARTVIISTCO_DIV5CAFIRE)

Bidders shall be solely responsible for ensuring that all applicable provisions of the City’s Campaign Finance Reform laws are complied with, and shall be subject to any and all sanctions, as prescribed therein, including disqualification of their bid submittal, in the event of such non-compliance.

Are there any individuals or entities (including your sub-consultants) with a controlling financial interest which have contributed to the campaign either directly or indirectly, of a candidate who has been elected to the office of Mayor or City Commissioner for the City of Miami Beach.

YES       NO

If yes, list name (first and last name) of individuals, occupation, amount and date:

	First and Last Name	Contributor Occupation	Amount	Date of Contribution
1				
2				
3				
4				
5				
6				
7				
8				
9				

**SECTION 9 – SUSPENSION, DEBARMENT, OR CONTRACT CANCELLATION**

Has bidder ever been debarred, suspended or other legal violation, or had a contract cancelled due to non-performance by any public sector agency?

YES       NO

If answer to above is “YES,” bidder shall submit a statement detailing the reasons that led to action(s):

**SECTION 10 - EQUAL BENEFITS FOR EMPLOYEES WITH SPOUSES**



## AND EMPLOYEES WITH DOMESTIC PARTNERS

When awarding competitively solicited contracts valued at over \$100,000 whose contractors maintain 51 or more full time employees on their payrolls during 20 or more calendar work weeks, the Equal Benefits for Domestic Partners Ordinance 2005-3494 requires certain contractors doing business with the City of Miami Beach, who are awarded a contract pursuant to competitive bids, to provide “Equal Benefits” to their employees with domestic partners, as they provide to employees with spouses. The Ordinance applies to all employees of a Contractor who work within the City limits of the City of Miami Beach, Florida; and the Contractor’s employees located in the United States, but outside of the City of Miami Beach limits, who are directly performing work on the contract within the City of Miami Beach.

Does bidder provide or offer access to any benefits to employees with spouses or to spouses of employees?

YES       NO

Does bidder provide or offer access to any benefits to employees with (same or opposite sex) domestic partners or to domestic partners of employees?

YES       NO

Please check all benefits that apply to your answers above and list in the “other” section any additional benefits not already specified. Note: some benefits are provided to employees because they have a spouse or domestic partner, such as bereavement leave; other benefits are provided directly to the spouse or domestic partner, such as medical insurance.

BENEFIT	Bidder Provides for Employees with Spouses	Bidder Provides for Employees with Domestic Partners	Bidder does not Provide Benefit
Health			
Sick Leave			
Family Medical Leave			
Bereavement Leave			

If Bidders cannot offer a benefit to domestic partners because of reasons outside your control, (e.g., there are no insurance providers in your area willing to offer domestic partner coverage) you may be eligible for Reasonable Measures compliance. To comply on this basis, you must agree to pay a cash equivalent and submit a completed Reasonable Measures Application with all necessary documentation. Your Reasonable Measures Application will be reviewed for consideration by the City Manager, or his designee. Approval is not guaranteed and the City Manager’s decision is final. Further information on the Equal Benefits requirement is available at <http://www.miamibeachfl.gov/city-hall/procurement/procurement-related-ordinance-and-procedures/>

**SECTION 11 - BYRD ANTI-LOBBYING AMENDMENT CERTIFICATION FORM**

**APPENDIX A, 44 C.F.R. PART 18 – CERTIFICATION REGARDING LOBBYING**

**Certification for Contracts, Grants, Loans, and Cooperative Agreements**

The undersigned Contractor certifies, to the best of his or her knowledge, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
3. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31, U.S.C. § 1352 (as amended by the Lobbying Disclosure Act of 1995). Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

The undersigned Contractor certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 U.S.C. § 3801 *et seq.*, apply to this certification and disclosure, if any.

By virtue of submitting bid, bidder certifies or affirms its compliance with the Byrd Anti-Lobbying Amendment Certification.

Name of Bidder's Authorized Representative:	Title of Bidder 's Authorized Representative:
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**SECTION 12 –SUSPENSION AND DEBARMENT CERTIFICATION**

The Contractor acknowledges that:

(1) This Contract is a covered transaction for purposes of 2 C.F.R. pt. 180 and 2 C.F.R. pt. 3000. As such the contractor is required to verify that none of the Contractor, its principals (defined at 2 C.F.R. § 180.995), or its affiliates (defined at 2 C.F.R. § 180.905) are excluded (defined at 2 C.F.R. § 180.940) or disqualified (defined at 2 C.F.R. § 180.935).

(2) The Contractor must comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C and must include a requirement to comply with these regulations in any lower tier covered transaction it enters into.

(3) This certification is a material representation of fact relied upon by the City. If it is later determined that the Contractor did not comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C, in addition to remedies available to the City, the Federal Government may pursue available remedies, including but not limited to suspension and/or debarment.

(4) The Contractor agrees to comply with the requirements of 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C while this offer is valid and throughout the period of any contract that may arise from this offer. The Contractor further agrees to include a provision requiring such compliance in its lower tier covered transactions.”

By virtue of submitting bid, bidder certifies or affirms its compliance with the Suspension and Debarment Certification.

Name of Bidder’s Authorized Representative:	Title of Bidder ’s Authorized Representative:
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**SECTION 13 - SMALL AND DISADVANTAGED BUSINESS CERTIFICATION**

Pursuant to Resolution 2020-31519, the City is tracking the Small and Disadvantaged Businesses, as certified by Miami-Dade County that have been certified as Small or Disadvantaged Business by Miami-Dade County.

Does bidder possess Small or Disadvantaged Business certification by Miami-Dade County?

YES  NO

**SECTION 14 - LGBT BUSINESS ENTERPRISE CERTIFICATION**

Pursuant to Resolution 2020-31342, the City is tracking the utilization of LGBT owned firms that have been certified as an LGBT Business Enterprise by the National Gay and Lesbian Chamber of Commerce (NGLCC).

Does bidder possess LGBT Business Enterprise Certification by the NGLCC?

YES  NO

## SECTION 15 – CONE OF SILENCE

Pursuant to Section 2-486 of the City Code, all procurement solicitations once advertised and until an award recommendation has been forwarded to the City Commission by the City Manager are under the "Cone of Silence." The Cone of Silence ordinance is available at [https://library.municode.com/fl/miami\\_beach/codes/code\\_of\\_ordinances?nodeId=SPAGEOR\\_CH2AD\\_ARTVIISTCO\\_DIV4PR\\_S2-486COSI](https://library.municode.com/fl/miami_beach/codes/code_of_ordinances?nodeId=SPAGEOR_CH2AD_ARTVIISTCO_DIV4PR_S2-486COSI)

Any communication or inquiry in reference to this solicitation with any City employee or City official is strictly prohibited with the of exception communications with the Procurement Director, or his/her administrative staff responsible for administering the procurement process for this solicitation providing said communication is limited to matters of process or procedure regarding the solicitation. Communications regarding this solicitation are to be submitted in writing to the Procurement Contact named herein with a copy to the City Clerk at [rafaelgranado@miamibeachfl.gov](mailto:rafaelgranado@miamibeachfl.gov).

Vendor attests that they have read, understand, and are in compliance with the Cone of Silence Ordinance, pursuant to Section 2-486 of the City Code?

YES  NO

## SECTION 16 – CODE OF BUSINESS ETHICS

Pursuant to City Resolution No.2000-37879, the Bidder shall adopt a Code of Business Ethics ("Code") and submit that Code to the Procurement Division with its response or within three (3) days upon receipt of request. The Code shall, at a minimum, require the Bidder, to comply with all applicable governmental rules and regulations including, among others, the conflict of interest, lobbying and ethics provision of the City of Miami Beach and Miami Dade County.

Bidder shall submit firm's Code of Business Ethics within three (3) of request by the City. In lieu of submitting Code of Business Ethics, Vendor may indicate that it will adopt, as required in the ordinance, the City of Miami Beach Code of Ethics, available at <http://www.miamibeachfl.gov/city-hall/procurement/procurement-related-ordinance-and-procedures/>

Bidder adopts the City of Miami Beach Code of Business Ethics?

YES  NO

Bidder will submit firm's Code of Business Ethics within three (3) days of request by the City?

YES  NO

## SECTION 17 – DRUG FREE WORKPLACE CERTIFICATION

The Drug Free Workplace Certification is available at:

<https://www.miamibeachfl.gov/wp-content/uploads/2019/04/DRUG-FREE-WORKPLACE->

[CERTIFICATION.pdf](#)

By virtue of submitting bid, bidder certifies or affirms it has adopted policies, practices and standards consistent with the City's Drug Free Workplace Certification.

### **SECTION 18 – LOBBYIST REGISTRATION REQUIREMENTS**

This solicitation is subject to, and all bidders are expected to be or become familiar with, all City lobbyist laws. Bidders shall be solely responsible for ensuring that all City lobbyist laws are complied with, and shall be subject to any and all sanctions, as prescribed therein, including, without limitation, disqualification of their responses, in the event of such non-compliance.

By virtue of submitting bid, bidder certifies or affirms that they have read and understand the above Lobbyist Registration Requirements.

### **SECTION 19 – NON-DISCRIMINATION**

The Non-Discrimination ordinance is available at:

[https://library.municode.com/fl/miami\\_beach/codes/code\\_of\\_ordinances?nodeId=SPAGEOR\\_CH2AD\\_ARTVIPR\\_DIV3COPR\\_S2-375NSCCOREWA](https://library.municode.com/fl/miami_beach/codes/code_of_ordinances?nodeId=SPAGEOR_CH2AD_ARTVIPR_DIV3COPR_S2-375NSCCOREWA)

By virtue of submitting bid, bidder agrees it is and shall remain in full compliance with Section 2-375 of the City of Miami Beach City Code.

### **SECTION 20 – FAIR CHANCE REQUIREMENT**

The Fair Chance Ordinance No. 2016-4012 is available at:

[https://library.municode.com/fl/miami\\_beach/codes/code\\_of\\_ordinances?nodeId=SPAGEOR\\_CH62HURE\\_ARTVFACHOR](https://library.municode.com/fl/miami_beach/codes/code_of_ordinances?nodeId=SPAGEOR_CH62HURE_ARTVFACHOR)

By virtue of submitting bid, bidder certifies that it has adopted policies, practices and standards consistent with the City's Fair Chance Ordinance. Bidder agrees to provide the City with supporting documentation evidencing its compliance upon request. Bidder further agrees that any breach of the representations made herein shall constitute a material breach of contract, and shall entitle the City to the immediate termination for cause of the agreement, in addition to any damages that may be available at law and in equity.

### **SECTION 21 – PUBLIC ENTITY CRIMES**

Please refer to Section 287.133(2)(a), Florida Statutes, available at:

<https://www.flsenate.gov/Laws/Statutes/2012/287.133>

By virtue of submitting bid, bidder agrees with the requirements of Section 287.133, Florida Statutes, and certifies it has not been placed on convicted vendor list.

## SECTION 22 – VETERAN BUSINESS ENTERPRISES PREFERENCE

Pursuant to City of Miami Beach Ordinance No. 2011-3748, [https://library.municode.com/fl/miami\\_beach/codes/code\\_of\\_ordinances?nodeId=SPAGEOR\\_CH2AD\\_ARTVIPR\\_DIV3COPR\\_S2-374PRPRPRVECOGOCOSE](https://library.municode.com/fl/miami_beach/codes/code_of_ordinances?nodeId=SPAGEOR_CH2AD_ARTVIPR_DIV3COPR_S2-374PRPRPRVECOGOCOSE) the City shall give a preference to a responsive and responsible bidder which is a small business concern owned and controlled by a veteran(s) or which is a service-disabled veteran business enterprise, and which is within five percent (5%) of the lowest and best bidder, by providing such bidder an opportunity of providing said goods or contractual services for the lowest responsive bid amount. Whenever, as a result of the foregoing preference, the adjusted prices of two (2) or more bidders which are a small business concern owned and controlled by a veteran(s) or a service-disabled veteran business enterprise constitute the lowest bid pursuant to an ITB, RFP, RFQ, ITN or oral or written request for quotation, and such bids are responsive, responsible and otherwise equal with respect to quality and service, then the award shall be made to the service-disabled veteran business enterprise.

Is the bidder a service-disabled veteran business enterprise certified by the **State of Florida**?

YES  NO

Is the bidder a service-disabled veteran business enterprise certified by the **United States Federal Government**?

YES  NO