

MIAMI BEACH

Request for Qualifications (RFQ) 2024-234-ND

Engineering Services for Seawalls and Living Shorelines

TABLE OF CONTENTS

SOLICITATION SECTIONS:

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

APPENDICES:

- APPENDIX A SPECIAL CONDITIONS
- APPENDIX B SAMPLE CONTRACT
- APPENDIX C INSURANCE REQUIREMENTS
- APPENDIX D SEAWALL AND SHORELINE PRIORITIZATION LIST
- APPENDIX E CITYWIDE PROCEDURE NO. 16.06 PROCUREMENT REQUIREMENTS FOR FEDERALLY FUNDED GRANTS AND PROJECTS
- APPENDIX F 2CFR APPENDIX II TO PART 200

SECTION 0100 INSTRUCTIONS TO RESPONDENTS & GENERAL CONDITIONS

1. GENERAL. This Request for Qualifications (RFQ) is issued by the City of Miami Beach, Florida (the "City"), as the means for prospective Bidders 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.

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

2. BACKGROUND.

The City of Miami Beach is investing in infrastructure improvements to reduce flood risk and adapt to climate change. As part of its resilience efforts, the City has updated multiple land use codes for new construction to address stormwater retention and setbacks and to increase base flood elevation and freeboard requirements. Most recently, the City adopted an ordinance entitled "Resiliency Standards for Tidal and Flood Protection", requiring all new seawalls to have a minimum elevation of 5.7 ft. North American Vertical Datum (NAVD).

The City of Miami Beach has approximately 55 miles of seawalls of which approximately 50 miles are privately owned, and 5 miles are City-owned.

To optimize the benefits of the seawall program, the Public Works Department developed a methodology to prioritize the reconstruction of approximately 2.8 miles of City-owned seawalls within the next 10 years. Factors such as elevation, location, and condition of each seawall were used to develop the initial ranking of each seawall.

The initial rankings were then adjusted to capture the benefits derived from contiguous private seawall segments. Essentially, by optimizing the elevation of public seawalls adjacent to extended private seawall segments, the City can mitigate additional flooding and encourage residents to reconstruct their seawalls. Thus, the ultimate focus of the seawall prioritization was to establish a continuous storm surge and overland flooding barrier throughout the City. The seawall prioritization was approved and adopted in 2021 (See Appendix D), and since then, the City has been working on executing the design and construction of prioritized segments.

In 2021, the City also identified the most viable locations for implementing a living shoreline within existing City-owned shoreline segments (See Appendix D). A "Living Shoreline" is a technique that uses a suite of bank stabilization and habitat restoration techniques to reinforce the shoreline, minimize coastal erosion, and maintain coastal processes while protecting, restoring, enhancing, and creating natural habitat for fish and aquatic plants and wildlife. Living shoreline projects may utilize a variety of structural and organic materials, such as wetland plants, submerged aquatic vegetation, oyster reefs, sand fill, and stone. The use of innovative hybrid seawall systems is also currently being evaluated by the City.

The City is interested in partnering with the most innovative and solutions-oriented engineers in the field dedicated to resilience to continue to carry out the planned improvements to the prioritized seawall segments. These planned improvements include a combination of conventional seawalls, hybrid seawalls, and living shorelines. The intent is to maximize sustainable and resilient solutions for our City.

3. PURPOSE.

The purpose of this RFQ is to select a prime consultant(s) for seawalls and living shorelines. **Bidders may submit a proposal for seawalls or living shorelines, or both. A firm interested in being considered for seawalls and living shorelines must submit two separate proposals** – one proposal for seawalls and a separate proposal for shorelines.

MIAMI BEACH

The City may make an award to a qualified consultant(s) that can act in the capacity of the City's prime consultant(s) for both seawall and living shoreline projects to perform the scope of work outlined below or any required services to facilitate the seawall and living shoreline program. The City may also award seawalls to one consultant(s) and living shorelines to another consultant(s).

The selected consultant must have a team of qualified individuals who can guide the City through the decision-making process of making its seawall and living shoreline systems resilient, environmentally responsible, dependable, and future-proof while ensuring any requirements stemming from state and/or federal grant funding are met. While the City intends to make an award to a single consultant for conventional seawalls and living shorelines, it reserves its right to award to multiple consultants if it deems it is in its best interest. Additionally, the City reserves the right to engage other consultants, through other means, to assist the City in its city's infrastructure improvement endeavors.

Consultant(s) shall be selected in accordance with the Consultant's Competitive Negotiation Act for related projects as defined in Section 287.055(2)(f)(2), Florida Statutes (i.e., a grouping of substantially similar construction, rehabilitation, or renovation activities). As the selection shall be specific to the work detailed herein, the value of the work awarded shall not be limited to the limits established pursuant to Section 287.055(2)(g), Florida Statutes.

3.1 Interested Parties. The City desires to receive proposals from qualified firms that can provide professional services, in accordance with Section 287.055, Florida Statutes, commonly referred to as the Consultant's Competitive Negotiation Act (CCNA). Interested parties are invited to submit proposals in accordance with Section 0300. A pre-proposal conference will be held in accordance with Section 0100, Sub-sections 5 and 7. All proposals will be evaluated in accordance with the criteria found in Section 0400.

Proposals will be evaluated against other "like" proposals. For example, proposals submitted for seawalls will be evaluated against other proposals for seawalls, and proposals submitted for shorelines will be evaluated against other proposals for shorelines. The option to award one or multiple prime consultants by option or for both options shall be at the City Commission's sole discretion.

THIS RFQ, AND ANY RESULTING CONTRACT, IS ISSUED AND GOVERNED BY SECTION 287.055, FLORIDA STATUTES.

4. STATEMENT OF WORK REQUIRED.

The consultant will provide subject matter expertise to the City on its seawall and living shoreline prioritization work. The consultant must have a team of qualified individuals who can guide the City through the decision-making process of making its seawall and living shoreline systems resilient, environmentally responsible, dependable, and future proof. The City is interested in partnering with the most innovative and solutions-oriented engineers in the field dedicated to resilience and Miami Beach Rising Above. The services described in subsequent items may be awarded in the future to the seawall and shoreline locations in the prioritization list, Appendix D. The City may add or remove seawalls or shorelines to the prioritization lists as deemed necessary upon approval of the City Manager.

- I. Assessment, Design, Permitting, Bidding Services, and Services during Construction for:
- II. Updating of the Seawall and living shorelines prioritization Plan.
- III. Site Investigation and Feasibility Studies.
- IV. Geotechnical, Coastal, and Environmental Engineering Services
- V. Risk Assessment and Mitigation
- VI. Project Documentation and Reporting
- VII. Maintenance and Rehabilitation

MIAMI BEACH

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

RFQ Issued	April 5, 2024
Pre-Proposal Meeting	April 17, 2024 @ 10:00 a.m. ET Join on your computer or mobile app Click here to join the meeting Or call in (audio only) +1 786-636-1480 United States, Miami Phone Conference ID: #
Deadline for Receipt of Questions	May 1, 2024 @ 5:00 p.m. ET
Responses Due	May 20, 2024 @ 3:00 p.m. ET Join on your computer or mobile app Click here to join the meeting Or call in (audio only) +1 786-636-1480 United States, Miami Phone Conference ID: #
Evaluation Committee Review	TBD
Tentative Commission Approval	TBD
Contract Negotiations	Following Commission Approval

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

Procurement Contact:

Natalia Delgado

Telephone:

305-673-7000 x26263

Email:

NataliaDelgado@miamibeachfl.gov

Additionally, the City Clerk is to be copied on all communications via e-mail at: 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 0100-5. All responses to questions/clarifications will be sent to all prospective Bidders in the form of an addendum.

7. PRE-PROPOSAL MEETING OR SITE VISIT(S). A pre-proposal meeting or site visit(s) may be scheduled. Attendance for the pre-proposal meeting shall be via web conference and recommended as a source of information but is not mandatory. Bidders interested in participating in the Pre-Proposal Meeting must follow these steps:

Join on your computer or mobile app

[Click here to join the meeting](#)

Or call in (audio only)

+1 786-636-1480 United States, Miami

Phone Conference ID: #

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

8. 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 RFQ by any means other than through *Periscope S2G* must register immediately with *Periscope S2G* to assure it receives any addendum issued to this RFQ. 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 RFQ Timetable** section.

9. CONE OF SILENCE. This RFQ 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

10. ADDITIONAL INFORMATION OR CLARIFICATION. After proposal submittal, the City reserves the right to require additional information from Bidders (or Bidder team members or sub-consultants) to determine: qualifications (including, but not limited to, litigation history, regulatory action, or additional references); and financial capability (including, but not limited to, annual reviewed/audited financial statements with the auditors notes for each of their last two complete fiscal years).

11. 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.

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 further negotiations with the selected Bidder. Notwithstanding the preceding, the City is in no way obligated to enter into a contract with the selected Bidder in the event the parties are unable to negotiate a contract. 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.

MIAMIBEACH

14. E-VERIFY. As a contractor you are obligated to comply with the provisions of Section 448.095, Fla. Stat., "Employment Eligibility." Therefore, you shall utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the Contractor during the term of the Contract and shall expressly require any subcontractors performing work or providing services pursuant to the Contract to likewise utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the subcontractor during the Contract term.

15. PERISCOPE S2G (FORMERLY BIDSINC). The Procurement Department utilizes Periscope S2G, Supplier-to-Government electronic bidding (e-Bid) platform. If you would like to be notified of available competitive solicitations released by the City you must register and complete your vendor qualifications through Periscope S2G, Supplier-to-Government www.bidsync.com/Miami-Beach. Registration is easy and will only take a few minutes. For detailed instructions on how to register, complete vendor qualifications and submit electronic bids visit <https://www.miamibeachfl.gov/city-hall/procurement/for-approval-how-to-become-a-vendor/>.

Should you have any questions regarding this system or registration, please visit the above link or contact Periscope S2G, Supplier-to-Government at support@bidsync.com or 800.990.9339, option 1, option 1.

16. HOW TO MANAGE OR CREATE A VENDOR PROFILE ON VENDOR SELF SERVICE (VSS). In addition to registering with Periscope S2G, the City encourages vendors to register with our online Vendor Self-Service web page, allowing City vendors to easily update contacts, attachments (W-9), and commodity information. The Vendor Self-Service (VSS) webpage (<https://selfservice.miamibeachfl.gov/vss/Vendors/default.aspx>) will also provide you with purchase orders and payment information.

Should you have any questions and/or comments, do not hesitate to submit them to vendorsupport@miamibeachfl.gov

17. SUPPLIER DIVERSITY. The City has established a registry of LGBT-owned businesses, as certified by the National LGBT Chamber of Commerce (NGLCC) and small and disadvantaged businesses, as certified by Miami-Dade County. See authorizing resolutions [here](#).

If your company is certified as an LGBT-owned business by NGLCC, or as a small or disadvantaged business by Miami-Dade County, click on the link below to be added to the City's supplier registry (Vendor Self-Service) and bid system (Periscope S2G, Supplier-to-Government). These are two different systems and it is important that you register for both.

Click to see acceptable certification and to register: <https://www.miamibeachfl.gov/city-hall/procurement/how-to-become-a-vendor/>.

17. INDEMNIFICATION

Contractor agrees that it will indemnify and hold the Federal Government, its employees and/or their contractors, the State of Florida, its employees and/or their contractors, the County, its employees and/or their contractors, and the Municipality and its employees and/or their contractors harmless from liability to third parties for claims asserted under such contract for any work performed.

Balance of Page Intentionally Left Blank

SECTION 0200 **GENERAL CONDITIONS**

FORMAL SOLICITATIONS TERMS & CONDITIONS –GOODS AND SERVICES. 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 (dated 10.27.22), incorporated herein, which may be found at the following link:

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

SOLICITATION TERMS & CONDITIONS – GRANTS AND FEDERAL REQUIREMENTS. By virtue of submitting a bid in response to this ITB, Bidder agrees to be bound by and in compliance with the Contract Provisions for Federal Awards (dated 8/20/20), incorporated herein, located at:

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

Balance of Page Intentionally Left Blank

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. 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 bid.

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.

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 cannot be submitted and will not be accepted. Bidders are cautioned to allow sufficient time for the submittal of bids and uploading of attachments. Any technical issues must be submitted to Periscope S2G (formerly BidSync) by contacting (800) 990-9339 (toll free) or S2G@periscopeholdings.com. The City cannot assist with technical issues regarding submittals and 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 prior to the deadline for proposal submittals.

2. NON-RESPONSIVENESS. Failure to submit the following requirements shall result in a determination of non-responsiveness. Non-responsive proposals will not be considered.

1. Bid Submittal Questionnaire (submitted electronically).

3. OMITTED OR ADDITIONAL INFORMATION. Failure to complete and submit the Bid Submittal Questionnaire (submitted electronically) with the bid and by the deadline for submittals shall render a proposal non-responsive. With the exception of the Bid Submittal Questionnaire (completed and submitted electronically), 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, 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 in accordance with the tabs, and sections 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.

TAB 1	Cover Letter & Table of Contents
<p>Cover Letter and Table of Contents. The table of contents should indicate the tabs, sections with tabs and page numbers to facilitate the evaluation committee's review. The cover letter must be signed by a principal or agent able to bid the firm and contain the following:</p> <p>(a) Prime Bidder. Include the name and location of the Prime Bidder, Primary Bidder's Representative for the RFQ, and Representatives Contact information.</p>	

MIAMIBEACH

- (b) **Select Seawalls or Shorelines.** Bidder must indicate in the Bid Notes Section in PeriscopeS2G whether the proposal is being submitted for seawalls or for shorelines.

Bidders may submit a proposal for seawalls or living shorelines. However, a firm interested in being considered for seawalls and living shorelines must submit two separate proposals – one proposal for seawalls and a separate proposal for shorelines.

TAB 2

Experience & Qualifications of the Firm and Team

2.1 Qualifications of Proposing Firm. Submit detailed information regarding the relevant experience and proven track record of the firm or its principals in providing the scope of services similar as identified in this solicitation, including experience in providing similar scope of services to public sector agencies. Submit at least three (3) projects performed within the last ten (10) years as evidence of the requested experience.

Bidders shall include prior experience which exemplifies experience with the following.

- a. Seawalls or Living Shorelines. Experience must include assessment, design, permitting, bidding services, and construction services of at least 400 continuous linear feet in length.
- b. Public Outreach.
- c. Projects involving state and federal grant funds.
- d. Projects involving challenging environmental conditions or unique design requirements.
- e. Innovative solutions or approaches to enhance a project's sustainability or efficiency.
- f. Use (design, permitting and implementation) of cutting-edge technology
- g. Local (defined as Miami Dade County) environmental conditions, regulatory constraints, and community expectations.

2.2 Qualifications of Bidder Team. Provide an organizational chart of all the prime Bidder's personnel and subconsultants, if applicable, each team members' qualifications and the role that each team member will play in providing the services detailed herein. A resume of each individual, including education, licensure, relevant experience, and any other pertinent information, shall be included for each respondent team member to be assigned to this contract.

2.2.1 Project Experience. Submit detailed information regarding the relevant experience and proven track record of each team member in providing the scope of services similar as identified in this solicitation, including experience in providing similar scope of services to public sector agencies. Submit at least three (3) projects performed within the last ten (10) years as evidence of the requested experience.

Bidders shall include prior experience which exemplifies experience with the following.

- a. Seawalls or Living Shorelines. Experience must include assessment, design, permitting, bidding services, and construction services of at least 400 continuous linear feet in length.
- b. Public Outreach.
- c. Projects involving state and federal grant funds.
- d. Projects involving challenging environmental conditions or unique design requirements.
- e. Innovative solutions or approaches to enhance a project's sustainability or efficiency.
- f. Use (design, permitting and implementation) of cutting-edge technology
- g. Local (defined as Miami Dade County) environmental conditions, regulatory constraints, and community expectations.

2.3 Evidence of Prior Working Experience: If sub-consultant(s)/sub-contractor(s) are included in the proposal, submit evidence that the proposed team has successfully collaborated on prior projects. For each project, submit the project description, agency name, agency contract, contact telephone & email, year(s), and term of engagement.

TAB 3**Approach and Methodology**

3.1 Submit detailed information on the proposed approach and methodology that the Bidder and its team have successfully utilized on previous engagements to accomplish a similar scope of work. The information to be provided within this tab should address, but need to be limited to the following:

1. Site Investigation and Feasibility Studies:

- Conducting site surveys and investigations to assess the geological and environmental conditions.
- Performing feasibility studies to determine the viability of a project.

2. Project Planning and Design:

- Developing project plans, specifications, and design drawings.
- Creating structural designs for infrastructure.

3. Bidding and Construction Management:

- Assisting with the bidding phase of the project, including assisting with responding to request for information or clarifications from bidders.
- Overseeing the construction process to ensure compliance with design plans and specifications.
- Managing construction schedules, budgets, and resources.

4. Geotechnical Engineering:

- Analyzing soil and rock conditions to determine their impact on construction projects.
- Recommending appropriate foundations and earthworks.

5. Coastal Engineering:

- Designing structures such as seawalls or living shorelines to ensure they are safe and stable.
- Analyzing the structural integrity of existing structures and recommending repairs or modifications.

6. Environmental Engineering:

- Addressing environmental concerns related to construction projects.

7. Risk Assessment and Mitigation:

- Identifying potential risks associated with projects and developing strategies to mitigate them.
- Ensuring compliance with safety regulations and standards.

8. Project Documentation and Reporting:

- Generating reports, drawings, and documentation for clients, regulatory authorities, and other stakeholders.
- Keeping detailed records of project progress and changes.

9. Maintenance and Rehabilitation:

- Developing plans for the maintenance and rehabilitation of existing infrastructure.
- Assessing the condition of structures and recommending repairs or upgrades.

10. Other Value-Added Services:

- Describe any other value-added service that the Bidder can provide that will increase the success of the project.

3.2 Supplier Diversity. Submit details on plans to contract with small and minority businesses, women's business enterprises, and labor surplus area firms.

SECTION 0400

PROPOSAL EVALUATION

1. EVALUATION COMMITTEE. An Evaluation Committee, appointed by the City Manager, may meet to evaluate each Proposal in accordance with the qualitative criteria set forth below. In doing so, the Evaluation Committee may review and score all proposals received, with or without requiring presentations. It is important to note that the Evaluation Committee is advisory only and does not make an award recommendation to the City Manager or the City Commission. The City Manager will utilize the results to take one of the following actions:

- a. 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 RFQ, may, without an evaluation committee, recommend to the City Commission that the Administration enter into negotiations; or
- b. The City Manager may recommend that the City Commission authorize negotiations or award a contract to one or more firms in accordance with Section 0100, Sub-section 12; or
- c. The City Manager may Recommend that the City Commission short-list one or more firms for further consideration by the Evaluation Committee; or
- d. The City Manager may recommend to the City Commission that all firms, if more than one (1) responsive submittal is received, be rejected.

2. PRESENTATIONS BY SHORT-LISTED FIRMS. If a short-listing of firms responding to this RFQ is approved, the short-listed firms may be required to make presentations to and be interviewed by the Evaluation Committee. In further considering the short-listed firms, the Evaluation Committee will utilize the criteria set forth in Sub-section 4 below.

3. TECHNICAL ADVISORS. The City, at its discretion, may utilize technical or other advisers to assist the evaluation committee or the City Manager in evaluating proposals.

4. EVALUATION CRITERIA. Responsive, responsible proposals will be evaluated in accordance with the following criteria:

Qualitative Criteria (Points Assigned by Evaluation Committee)	Maximum Points
Experience and Qualifications of Proposing Firm	40
Experience and Qualifications of the Team	30
Approach and Methodology	30
TOTAL AVAILABLE POINTS for Qualitative Criteria	100
Quantitative Criteria (Points Assigned by Procurement Department)	Maximum Points
Veterans Preference	5
Prime Bidder Volume of Work (0-5 Points). Points awarded to the Bidder for volume of work awarded by the City in the last three (3) years in accordance with the following table:	5
Less than \$250,000	5

MIAMI BEACH

	\$250,000.01 – \$2,000,000	3		
	Greater than \$2,000,000	0		
TOTAL AVAILABLE POINTS for Qualitative, Quantitative and Veteran's Preference Criteria				110

5. QUALITATIVE CRITERIA. The Evaluation Committee shall review responsive, responsible proposals and assign points for the qualitative factors only. The Evaluation Committee shall not consider quantitative factors (e.g. veteran's preference) in its review of proposals. The Evaluation Committee shall act 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 in developing an award recommendation in accordance with Section 0100, Sub-section 10. 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 evaluation criteria.

6. QUANTITATIVE CRITERIA. Following the results of the evaluation of the qualitative criteria by the Evaluation Committee, the Bidders may receive additional points, to be added by City staff. Veterans' Preference points will be assigned in accordance with Section 2-374 of the City Code.

7. DETERMINATION OF FINAL RANKING. The sum of the evaluation criteria points will be converted to rankings in accordance with the example below:

		Bidder A	Bidder B	Bidder C
Committee Member 1	Qualitative Points	82	74	80
	Quantitative Points	5	5	0
	Total	87	79	80
	Rank	1	3	2
Committee Member 2	Qualitative Points	82	85	72
	Quantitative Points	5	5	0
	Total	87	90	72
	Rank	1	2	3
Committee Member 2	Qualitative Points	90	74	66
	Quantitative Points	5	5	0
	Total	95	79	66
	Rank	1	2	3
Low Aggregate Score		3	7	8
Final Ranking*		1	2	3

It is important to note that the results of the proposal evaluation process in accordance with Section 0400 does not represent an award recommendation. The City Manager will utilize the results of the proposal evaluation process, and any other information he deems appropriate, to develop an award recommendation to the City Commission, which may differ from the results of the proposal evaluation process and final rankings.

Balance of Page Intentionally Left Blank

MIAMIBEACH

APPENDIX A

MIAMIBEACH

Special Conditions

2024-234-ND
ENGINEERING SERVICES FOR SEWALLS
AND LIVING SHORELINES

PROCUREMENT DEPARTMENT
1755 Meridian Avenue, 3rd Floor
Miami Beach, Florida 33139

MIAMI BEACH

1. **TERM OF CONTRACT.** The term of the Agreement resulting from this RFQ shall be for an initial term of three (3) years.
2. **OPTION TO RENEW.** The City, through its City Manager, will have the option to extend for one (1) two-year renewal term or two (2) one-year renewal terms at the City Manager's sole discretion. The successful contractor shall maintain, for the entirety of any renewal period, the same cost, terms, and conditions included within the originally awarded contract. Continuation of the contract beyond the initial period, and any option subsequently exercised, is a City prerogative, and not a right of the successful contractor.
3. **ADDITIONAL TERMS OR CONDITIONS.** This RFQ, including the attached Contract, contains all the terms and conditions applicable to any service being provided to the City resulting from award of contract. By virtue of submitting a proposal, consultant agrees not to require additional terms and conditions at the time services are requested, either through a separate agreement, work order, letter of engagement or purchase order.
4. **CHANGE OF PROJECT MANAGER.** A change in the consultant's project manager (as well as any replacement) shall be subject to the prior written approval of the City Manager or his designee (who in this case shall be an Assistant City Manager). Replacement (including reassignment) of an approved project manager or public information officer shall not be made without submitting a resume for the replacement staff person and receiving prior written approval of the City Manager or his designee (i.e. the City project manager).
5. **SUB-CONSULTANTS.** The consultant shall not retain, add, or replace any sub-consultant without the prior written approval of the City Manager, in response to a written request from the Consultant stating the reasons for any proposed substitution. Any approval of a sub-consultant by the City Manager shall not in any way shift the responsibility for the quality and acceptability by the City of the services performed by the sub-consultant from the Consultant to the City. The quality of services and acceptability to the City of the services performed by sub-consultants shall be the sole responsibility of consultant.
6. **LICENSURE.** consultant shall hold a "Certificate of Authorization" by the State of Florida, Division of Business and Professional Regulations, as applicable, at the time of bid.
 - 6.1 Throughout the term of any resulting agreement, the consultant shall assure that all work on any City project is performed by licensed individuals, in accordance with the requirements of the State of Florida at the time of bid.

MIAMIBEACH

APPENDIX B

MIAMIBEACH

Sample Contract

2024-234-ND
ENGINEERING SERVICES FOR SEWALLS
AND LIVING SHORELINES

**BY VIRTUE OF SUBMITTING A PROPOSAL THE FIRM HEREBY TAKES NO EXCEPTIONS TO
THE TERM AND CONDITIONS NOTED IN THIS SAMPLE CONTRACT**

PROCUREMENT DEPARTMENT
1755 Meridian Avenue, 3rd Floor
Miami Beach, Florida 33139

MIAMIBEACH

APPENDIX C

MIAMIBEACH

Insurance Requirements

2024-234-ND
ENGINEERING SERVICES FOR SEWALLS
AND LIVING SHORELINES

PROCUREMENT DEPARTMENT
1755 Meridian Avenue, 3rd Floor
Miami Beach, Florida 33139

INSURANCE REQUIREMENTS

The consultant shall maintain the below required insurance in effect prior to awarding the contract and for the duration of the contract. The maintenance of proper insurance coverage is a material element of the contract and failure to maintain or renew coverage may be treated as a material breach of the contract, which could result in withholding of payments or termination of the contract.

- A. Workers' Compensation Insurance for all employees of the Contractor as required by Florida Statute Chapter 440 and Employer Liability Insurance with a limit of no less than \$1,000,000 per accident for bodily injury or disease. Should the Contractor be exempt from this Statute, the Contractor and each employee shall hold the City harmless from any injury incurred during performance of the Contract. The exempt contractor shall also submit (i) a written statement detailing the number of employees and that they are not required to carry Workers' Compensation insurance and do not anticipate hiring any additional employees during the term of this contract or (ii) a copy of a Certificate of Exemption.
- B. Commercial General Liability Insurance on an occurrence basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits no less than \$1,000,000 per occurrence, and \$2,000,000 general aggregate.
- C. Automobile Liability Insurance covering any automobile, if consultant has no owned automobiles, then coverage for hired and non-owned automobiles, with limit no less than \$1,000,000 combined per accident for bodily injury and property damage.
- D. Professional Liability (Errors & Omissions) Insurance appropriate to the Consultant's profession, with limit no less than \$1,000,000.

Additional Insured - City of Miami Beach must be included by endorsement as an additional insured with respect to all liability policies (except Professional Liability and Workers' Compensation) arising out of work or operations performed on behalf of the contractor including materials, parts, or equipment furnished in connection with such work or operations and automobiles owned, leased, hired or borrowed in the form of an endorsement to the contractor's insurance.

Notice of Cancellation - Each insurance policy required above shall provide that coverage shall not be cancelled, except with notice to the City of Miami Beach c/o EXIGIS Insurance Compliance Services.

Waiver of Subrogation – Consultant agrees to obtain any endorsement that may be necessary to affect the waiver of subrogation on the coverages required. However, this provision applies regardless of whether the City has received a waiver of subrogation endorsement from the insurer.

Acceptability of Insurers – Insurance must be placed with insurers with a current A.M. Best rating of A:VII or higher. If not rated, exceptions may be made for members of the Florida Insurance Funds (i.e. FWCIGA, FAJUA). Carriers may also be considered if they are licensed and authorized to do insurance business in the State of Florida.

MIAMI BEACH

Verification of Coverage – Contractor shall furnish the City with original certificates and amendatory endorsements, or copies of the applicable insurance language, effecting coverage required by this contract. All certificates and endorsements are to be received and approved by the City before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the Contractor's obligation to provide them. The City reserves the right to require complete, certified copies of all required insurance policies, including endorsements, required by these specifications, at any time.

CERTIFICATE HOLDER MUST READ:

City of Miami Beach
c/o Exigis Insurance Compliance Services
P.O. Box 947 Murrieta, CA 92564

Kindly submit all certificates of insurance, endorsements, exemption letters to our servicing agent, EXIGIS, at:

Certificates-miamibeach@riskworks.com

Special Risks or Circumstances - The City of Miami Beach reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.

Compliance with the foregoing requirements shall not relieve the consultant of his liability and obligation under this section or under any other section of this agreement.

Balance of Page Intentionally Left Blank

MIAMIBEACH

APPENDIX D

MIAMIBEACH

Seawall and Shoreline Prioritization List

2024-234-ND
ENGINEERING SERVICES FOR SEWALLS
AND LIVING SHORELINES

PROCUREMENT DEPARTMENT
1755 Meridian Avenue, 3rd Floor
Miami Beach, Florida 33139

MIAMI BEACH

SEAWALL PRIORITIZATION LIST

Tatum Waterway Pedestrian Bridge
Palm Island Park
44th street end
43rd St Street End
W 42nd St Street End
Bayside Ln
Bayside Ln Street End
Ray St Street End
Bonita Dr Street End South
7251 Collins Ave
7600 Tatum Waterway Dr

Fairway Dr Street End
Rue Granville Street End North
N Biscayne Point Rd Street End West
4119 Indian Creek Dr
Tatum Waterway Pedestrian Bridge
Bay Dr Street End
1st Di Lido Ter Street End West
Rue Versailles Street End North
6860 Indian Creek Dr

Alton Rd To Michigan Ave
17th St To West Ave
West Ave To Alton Rd West
Hagen St Street End
Mitchell St Street End
Henedon Ave Street End North

Vardon St Street End
Wayne Ave Street End

Jones St Street End
Henedon Ave Street End South
Normandy Dr Street End
538 West Ave
25-Street End
Rue Notre Dame Street End South

W 56th St Street End
800 S Pointe Dr
Pine Tree Dr And W 63rd St
798 S Pointe Dr
Trouville Esplanade Street End South
Sarazen St Street End
S Shore Dr Street End
Sunset Lake Park
24-Street End
Rue Granville Street End South
W 59th St Street End

Flamingo Dr Street End

Rue Versailles Street End South
390 Alton Rd
Rue Bordeaux Street End
50 S Washington Ave
32-Street End
N Meridian Ave To Prairie Ave

South Point Park
Pine Tree Park
Washington Ave Street End
Liberty Ave Street End

SHORELINE PRIORITIZATION LIST

Bayside Lane
Julia Tuttle Causeway and Alton Road South
West 40th Street Parking Lot
Pine Tree Park
Indian Beach Park
6860 Indian Creek Drive
Park View Island Canal
Beach View Park and Fire Station #3
North Bay Road - North End

South Pointe Park

MIAMIBEACH

APPENDIX E

MIAMIBEACH

Citywide Procedure No.
16.06 Procurement
Requirements for
Federally Funded Grants
and Projects

2024-234-ND
ENGINEERING SERVICES FOR SEWALLS
AND LIVING SHORELINES

PROCUREMENT DEPARTMENT
1755 Meridian Avenue, 3rd Floor
Miami Beach, Florida 33139

MIAMIBEACH

APPENDIX F

MIAMIBEACH

2CRF Appendix II to Part 200

2024-234-ND
ENGINEERING SERVICES FOR SEWALLS
AND LIVING SHORELINES

PROCUREMENT DEPARTMENT
1755 Meridian Avenue, 3rd Floor
Miami Beach, Florida 33139