

# MIAMI BEACH

## Invitation to Negotiate (ITN) 2024-289-ND Traffic Signal Optimization System

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## SECTION 0100      INSTRUCTIONS TO RESPONDENTS & GENERAL CONDITIONS

**1. GENERAL.** This Invitation to Negotiate (ITN) 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.

The City utilizes Periscope S2G (formerly 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 ITN. Any prospective Proposer who has received this ITN by any means other than through Periscope S2G must register immediately with Periscope S2G to assure it receives any addendum issued to this ITN. Failure to receive an addendum may result in disqualification of proposal submitted.

### **2. BACKGROUND.**

The City of Miami Beach attracts millions of visitors annually, which fosters a vibrant economy and draws a diverse workforce from outside the City. The City's popularity has resulted in a traffic demand exceeding roadway capacity. As a consequence, the City is struggling with persistent traffic congestion. The persistent congestion hampers the smooth flow of traffic, disrupting daily commutes and adversely impacting the quality of life for residents and visitors.

The City believes that one of the tools to address the traffic congestion challenge is to develop a comprehensive signal timing plan that will coordinate intersections throughout the year and adjust for seasonal variations. This strategic approach aims to optimize traffic flow and enhance overall transportation efficiency, ensuring a more efficient experience for those navigating the streets of Miami Beach.

### **3. PURPOSE.**

Through this ITN, the City is seeking proposals from qualified vendors in the field of automated traffic signal optimization systems. The envisioned system aims to integrate road user detections, real-time data collection, and the generation of signal timing plans. This system will select optimal signal timing plans for specific periods and seasons and compare them against the currently implemented plans. The proposed plans, contingent on Miami-Dade County approval, will then undergo implementation and evaluation to ensure their effectiveness in addressing and mitigating traffic congestion issues.

**The City intends to award an agreement in two phases. The first phase may include a pilot program for a period of six (6) months, as approved by the City Commission. The second phase may include a three (3) year term, with any optional renewal periods approved, contingent upon approval by the City Commission and, if applicable, Miami-Dade County.**

**THIS ITN AND ANY RESULTING CONTRACT ARE ISSUED AND GOVERNED BY SECTION 287.055, FLORIDA STATUTES.**

**3.1 Interested Parties.** 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 8. All proposals will be evaluated in accordance with the criteria found in Section 0400.

### **4. SCOPE OF SERVICES REQUIRED.**

The primary outcome of this project is to reduce traffic congestion in the City of Miami Beach by implementing an advanced automated traffic signal optimization system. The City aims to enhance the overall efficiency of its transportation network, providing a smoother and more streamlined experience for residents, businesses, and commuters. The goals of this project are:

**Traffic Congestion Reduction:** Implement a state-of-the-art automated traffic signal optimization system to reduce traffic congestion at key intersections and critical roadways in Miami Beach.

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**Efficient Traffic Flow:** Improve the overall efficiency of the transportation system by optimizing signal timings dynamically. The goal is to facilitate a more seamless traffic flow, minimizing delays and enhancing the overall mobility of road users.

**Utilize AI-Powered Solutions:** Leverage cutting-edge artificial intelligence (AI) technologies to power the traffic signal optimization system.

**Seasonal and Periodic Optimization:** Develop a system capable of selecting optimal signal timing plans for specific periods and seasons. This approach ensures adaptability to varying traffic patterns, considering factors such as events, holidays, and seasonal fluctuations in traffic volume.

**Collaboration with Miami-Dade County:** Work closely with Miami-Dade County, which owns, operates, and maintains the traffic signal system in Miami Beach. Ensure seamless collaboration by proposing new signal timing plans that must be signed and sealed by a Registered Professional Engineer in Florida and comply with county regulations and standards.

**Traffic Engineering Emphasis:** Maintain a primary focus on traffic engineering throughout the project, emphasizing the application of engineering principles to optimize traffic signal operations and improve overall traffic management in Miami Beach.

The selected vendor will be responsible for providing, installing, and removing any tools or equipment associated with the selected system, including but not limited to detection technologies. The selected vendor is also required to obtain necessary permits before deployment. Finally, the vendor will provide the City exclusive access to the data, with a strict prohibition against sharing it without prior approval.

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

ITN Issued	April 5, 2024
Pre-Proposal Meeting	April 17, 2024 @ 10:00 a.m. ET <b>Join on your computer or mobile app</b> <a href="#">Click here to join the meeting</a> <b>Or call in (audio only)</b> +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 <b>Join on your computer or mobile app</b> <a href="#">Click here to join the meeting</a> <b>Or call in (audio only)</b> +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:

Additionally, the City Clerk is to be copied on all communications via email 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 0100-5. All responses to questions/clarifications will be sent to all prospective Proposers 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. Proposers 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: #

Proposers who are participating should send an email to the contact person listed in this ITN expressing their intent to participate.

**8. PRE-PROPOSAL INTERPRETATIONS.** Oral information or responses to questions received by prospective Proposers 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 proposer who has received this ITN by any means other than through *Periscope S2G* must register immediately with *Periscope S2G* to assure it receives any addendum issued to this ITN. 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 ITN Timetable** section.

**9. CONE OF SILENCE.** This ITN is subject to, and all proposers 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. Proposers 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)

**10. ADDITIONAL INFORMATION OR CLARIFICATION.** After proposal submittal, the City reserves the right to require additional information from Proposers (or Proposer 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. PROPOSER'S RESPONSIBILITY.** Before submitting a response, each Proposer 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 Proposer 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 Proposer.

**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

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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 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.

**13. NEGOTIATIONS.** Following selection, the City reserves the right to enter into further negotiations with the selected Proposer. Notwithstanding the preceding, the City is in no way obligated to enter into a contract with the selected Proposer in the event the parties are unable to negotiate a contract. It is also understood and acknowledged by Proposers 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.

**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](http://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](mailto: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](mailto: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](#).

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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/>.

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**SECTION 0200**

**GENERAL CONDITIONS**

**FORMAL SOLICITATIONS TERMS & CONDITIONS - GOODS AND SERVICES.** By virtue of submitting a proposal in response to this solicitation, proposer agrees to be bound by and in compliance with the Terms and Conditions for Goods and Services (dated 10.27.2022), 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. Hard copy proposals or proposals received through email or facsimile are not acceptable and will be rejected.

A proposer 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](mailto: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 Proposer 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 Proposer 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.

<b>TAB 1</b>	<b>Cover Letter &amp; Table of Contents</b>
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<p><b>Cover Letter and Table of Contents.</b> The cover letter must indicate Proposer and Proposer Primary Contact for the purposes of this solicitation. The table of contents should indicate the tabs, sections with tabs and page numbers to facilitate the evaluation committee's review.</p>
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**TAB 2**

**Experience & Qualifications**

**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 no less than five (3) projects completed within the last ten (10) years, exemplifying experience in planning, technical, managerial, and administrative efforts related to traffic signal optimization system solutions.

For each project submitted, the following is required.

- project name,
- project description, including the scope of services, and the role of the Firm and members of the project team,
- agency/client name,
- agency/client contact,
- contact telephone & email, and
- year(s) and term of engagement.

For each project, identify whether the experience is for the Firm or a principal (include the name of the principal).

**2.2 Qualifications of Proposer Team.** Provide an organizational chart of all the Proposing Firm's personnel and subconsultants, each team member's qualifications, and each team member's role in providing the services detailed herein. Each individual's resume, including education, licensure, relevant experience, and any other pertinent information, shall be included for each respondent team member to be assigned to this Contract.

**2.3 Qualifications of Project Manager.** The Proposing Firm shall identify a Project Manager who shall submit no less than three (3) projects completed within the last ten (10) years, exemplifying experience and capacity in performing Traffic Signal Optimization System solutions.

For each project submitted, the following is required.

- project name,
- project description, including the scope of services;
- agency/client name,
- agency/client contact,
- contact telephone & email, and
- year(s) and term of engagement.

**2.4 Evidence of Prior Working Experience.** Submit evidence that the proposed team has successfully collaborated on prior projects. For each project, submit the project description, agency name, agency contact, contact telephone & email, year(s), and term of engagement.

**TAB 3**

**Approach and Methodology**

**3.1** Submit detailed information on the approach and methodology that the Proposer and its team have utilized on previous engagements to accomplish a similar scope of work, including detailed information, as applicable, which addresses, but need not be limited to, its approach and methodology to the following areas of work:

**1. Functional Requirements:**

- a. Capacity for real-time data collection from traffic sensors.
- b. Ability to analyze traffic patterns and optimize signal timings accordingly.
- c. Integration with existing traffic management systems or infrastructure.
- d. User-friendly interface for monitoring and managing the system.

**2. Technical or Performance Requirements:**

- a. System and redundancy features to ensure system reliability.

b. Compatibility with different types of traffic signals.

**3. Architecture of the traffic signal optimization system, including:**

- a. Components such as data collection units, control algorithms, and user interfaces.
- b. Communication protocols for data exchange between components.

**4. Implementation Plan:**

- a. Timeline for implementation of the traffic signal optimization system, including key milestones and deliverables.
- b. Testing and validation using simulation tools or real-world testing before deployment.

**5. Public Input and Stakeholder Engagement.** Explain how transportation agencies and other stakeholders are engaged.

**6. Environmental Impacts.** Explain how the implementation of an advanced automated traffic signal optimization system has contributed to environmental sustainability.

**7. Safety.** Explain how the implementation of an advanced automated traffic signal optimization system prioritizes safe movements for all road users, including motorists, pedestrians, cyclists, and transit vehicles.

**3.2 Supplier Diversity.** Describe how proposer will include certified women or minority owned firms as stipulated in Section 287.055, Florida Statutes.

Responses shall be in sufficient detail and include supporting documentation, as applicable, which will allow the Evaluation Committee to complete a fully review and score the approach and methodology.

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**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 ITN, 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 ITN 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:

<b>Qualitative Criteria</b>		<b>Maximum Points</b>
<b>(Points Assigned by Evaluation Committee)</b>		
Experience and Qualifications		50
Approach and Methodology		50
<b>TOTAL AVAILABLE POINTS for Qualitative Criteria</b>		<b>100</b>
<b>Quantitative Criteria</b>		<b>Maximum Points</b>
<b>(Points Assigned by Procurement Department)</b>		
Veterans Preference		5
Prime Proposer Volume of Work (0-5 Points). Points awarded to the Proposer 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	

\$250,000.01 – \$2,000,000	3
Greater than \$2,000,000	0

**TOTAL AVAILABLE POINTS for Qualitative and Quantitative 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 12. 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 Proposers 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:

		Proposer A	Proposer B	Proposer C
<b>Committee Member 1</b>	Qualitative Points	82	74	80
	Quantitative Points	5	5	0
	Total	87	79	80
	Rank	1	3	2
<b>Committee Member 2</b>	Qualitative Points	82	85	72
	Quantitative Points	5	5	0
	Total	87	90	72
	Rank	1	2	3
<b>Committee Member 2</b>	Qualitative Points	90	74	66
	Quantitative Points	5	5	0
	Total	95	79	66
	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>

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.

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APPENDIX A

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## Special Conditions

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2024-289-ND  
Traffic Signal Optimization System

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

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1. **TERM OF CONTRACT.** The term of the Agreement resulting from this ITN shall be for six (6) months (Phase I), and if the pilot program is determined successful, at the sole and absolute discretion of the City and contingent upon Miami Dade County approval, extended for three (3) years (Phase II).
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. **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).
4. **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.
5. **LICENSURE.** Consultant (defined as the Firm) shall hold a "Certificate of Authorization" by the State of Florida, Division of Business and Professional Regulations, as applicable, at the time of bid.
  - 5.1 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.