



THE CITY OF KEY WEST

1300 White Street
Key West, FL 33040

**ADDENDUM NO. 1 – DUVAL STREET REVITALIZATION
RFQ 20-001**

This addendum is issued as supplemental information to the bid package for clarification of certain matters of both a general and a technical nature. The referenced bid package is hereby addended in accordance with the following items:

- Pre-submittal meeting Minutes
- Sign-in sheets

All Bidders shall acknowledge receipt and acceptance of this Addendum No. 1 by submitting the addendum with their proposal. This Addendum does not alter the bid-opening date of February 19, 2020 at 3:00pm. Proposals submitted without acknowledgement or without this Addendum may be considered non-responsive.

Signature

Name of Business



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WEST**

1300 White
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Key West, FL 33040

**Mandatory Pre-Submittal Meeting
Duval Street Revitalization; RFP 20-001
December 11, 2019**

MINUTES

1. Attendees – See attached sign-in sheet
2. Presentation
 - a) Introductions by Steve McAlearney
 - b) Key dates
 - a. All questions to be submitted by Feb. 05, 2020, and Proposals submitted to City Clerk's Office by 3:00 pm, Feb. 19, 2020.
 - c) Selection process and criteria
 - a. Proposals will be reviewed and ranked by a committee of prominent citizens and City staff. City Commission will make final selection.
 - b. Selection criteria are found throughout the RFQ, with a ranking matrix as Exhibit B.
 - d) Forms and affidavits
 - a. It was noted that the Local Vendor Certification form included in the document does not apply to an RFQ and is NOT required in a proposer's response.

3. Questions

Are there specific grants that the City has applied for or intends to apply for?

- *City has not applied for any grants at this time. We are looking for a firm that can guide us through this process and can tell us what grants are available.*

Does the City have a survey of the road?

- *We are in the process of surveying Front to Truman. We do not have a survey from Truman to South. It is intended that Proposer will put a survey in their scope of work.*

Is the scope of work strictly the limit of (Duval) right-of-way (ROW)? What is the actual physical study area?

- *Yes, the ROW of Duval. However, stormwater, traffic flow, etc. from side streets need to be accommodated and considered. From a cultural standpoint, the "Duval Corridor" comprises all 14 blocks of Duval and from Simonton to Whitehead. It would be myopic to consider just Duval without*

considering effects at least from Simonton to Whitehead. Depending on Proposer's vision, there may be requirements for alterations to other streets.

Are there any considerations for upgrading utilities?

- *We are not discounting upgrades to utilities at this time. Coordination with KEYS Energy and Florida Keys Aqueduct Authority is encouraged if vision requires. We are taking an open-ended approach. We are counting on Proposer to show us what the art of the possible is.*

Can you explain Local Vendor policy for the prime?

- *As this is a request for qualifications, local vendor preference will not apply.*

How far will this RFQ take the project? Through construction?

- *Yes, we're looking for goal line to goal line. From today to the day we cut the ribbon.*

Has the ranking committee been identified?

- *The ranking committee will be Tony Falcone, George Fernandez, Gloria Sellers, Patti McLaughlin, Mark Finigan, Roy Bishop and Kelly Crowe.*

What about parking?

- *Parking considerations will play a very important part. Also consider all modes of transportation, including Duval Loop. Offsite parking historically receives pushback but is an option.*

Duval Street Revitalization RFQ 20-001

SIGN-IN SHEET PRE -SUBMITTAL CONFERENCE

December 11, 2019

NAME

COMPANY

PHONE

EMAIL

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CSA GROUP 786 295 8082 gavauderrama@csagroup.com

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Duval Street Revitalization RFQ 20-001

SIGN-IN SHEET PRE -SUBMITTAL CONFERENCE

December 11, 2019

NAME	COMPANY	PHONE	EMAIL
Andres Perez	Coastal Systems, Rep Local Landscape (LOLA)	305-669-8159	aperez@coastalsystemsint.com
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CITY OF KW: TERI JOHNSON, GREG VELIZ, PATTI McLAUCHLIN, MARK FINIGAN,			
JOHN PAUL CASTRO, ENID TORREGROSA, ROY BISHOP, KAREN DEMARIA, TIM STAUB,			
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STEVE McALEARNEY	SMCALEARNEY@CITYOFKEYWEST-FL.GOV	305-809-3747	



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**ADDENDUM NO. 2 – DUVAL STREET REVITALIZATION
RFQ 20-001**

This addendum is issued as supplemental information to the bid package for clarification of certain matters of both a general and a technical nature. The referenced bid package is hereby addended in accordance with the following items:

RFQ Questions Submitted:

1. Can you please confirm that five (5) printed copies and two (2) flash drives are to be submitted?

Change first sentence of paragraph C.3, Number of Copies to read: “Applicants shall submit five (5) printed copies and two (2) flash drives, each with a single PDF file of the complete qualifications submittal.

2. Regarding Section C.13 and the total proposal length, does the 20 double (40 single) side pages include all resumes, or are they excluded from the total page count?

The 20 double (40 single) side pages does include all resumes.

3. Regarding Section C.13.7, how many relevant experience projects should be listed?

As many as you feel are required to give a thorough understanding of your firm’s capabilities. Emphasize projects similar to the Duval Street project.

4. Regarding Section C.13.8, how many urban revitalization experience projects should be listed?

As many as you feel are required to give a thorough understanding of your firm’s capabilities. Emphasize projects similar to the Duval Street project.

All Bidders shall acknowledge receipt and acceptance of this Addendum No. 2 by submitting the addendum with their proposal. **This Addendum does not alter the bid-opening date of February 19, 2020 at 3:00pm.** Proposals submitted without acknowledgement or without this Addendum may be considered non-responsive.

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**ADDENDUM NO. 3 – DUVAL STREET REVITALIZATION
RFQ 20-001**

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RFQ Questions Submitted:

1. At the bottom of page 4 of the RFQ (Section B.1 Nature of Services), it states: *“The vendor shall prepare conceptual design alternatives which shall include a vision summary and at least three (3) conceptual designs for city and community review.”* Do these need to be provided with the qualifications proposal?

While conceptual design alternatives are not a requirement of the response, they would be extremely helpful to the ranking committee in understanding the vision of the proposer.

2. Will the cover sheet and dividers count as part of the 40-page limit?

No

3. Are 11x17-sized pages allowed as an insert page? If so, do they count as 1 or 2 pages?

11x17-sized pages are allowed as inserts and will count as one (1) page.

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