



ADDENDUM NO. 1

Date: June 18th, 2024

To: All Interested Parties

From: Alessia Bencomo, Procurement Specialist
Village of Palmetto Bay
9705 E. Hibiscus Street
Palmetto Bay, Florida 33157

Re: Request for Proposal No. 2024-12-015
Design-Build – Pickleball Center

This Addendum forms part of the Request for Proposal (RFP) Package advertised on May 28th, 2024, and with a proposal opening date of June 28th, 2024, with any amendments and/or additions noted below.

Question No. 1: Is the pre-bid for RFP No. 2024-12-015, Design-Build - Pickleball Center mandatory?

Response: *The pre-submission meeting for RFP# 2024-12-015 scheduled on Tuesday, June 11th, 2024 at 10:00 a.m. is not mandatory.*

Question No. 2: Can the Village please provide a site survey for this property?

Response: *Please find attached the Final Shores Plat and the Water & Sewer Design Plans. The successful Proposer will be responsible for completing their own survey for design purposes.*

Question No. 3: Could the Village also consider hosting the pre-submission meeting virtually?

Response: *Please be advised that the pre-submission meeting for RFP# 2024-12-015 scheduled on Tuesday, June 11th, 2024 at 10:00 a.m. is not mandatory and a virtual link will not be available. All questions/answers that are discussed in the meeting will be added to the addendum that must be a part of the proposal package. Please email me a list of any questions the Company may have no later than 3:00 p.m. on Tuesday, June 18th, 2024.*

- Question No. 4:** Will the Proposer need to include in their proposal construction of any roads for this project?
- Response:** *There are already existing roads around the vacant parcel.*
- Question No. 5:** Does the permitting process need to be completed through the Village.
- Response:** *Yes, all permits must be completed through the Village.*
- Question No. 6:** What is the anticipated time frame for this project?
- Response:** *The Village does not have a completion time but would like to have this project completed as soon as possible.*
- Question No. 7:** When would the Village expect to anticipate additional funding for this project?
- Response:** *The additional/future funding will be based on the budget for the fiscal year.*
- Question No. 8:** What type of courts would the Village like? Clay courts or hard courts?
- Response:** *Please reference page 19 of the RFP.*
- Question No. 9:** What type of LED lighting should be used? Tennis court lighting?
- Response:** *Please reference the Village's Code of Ordinances.*
- Question No. 10:** What type of lighting should be used for the parking lot?
- Response:** *The parking lot lighting will need to follow any code standards.*
- Question No. 11:** Will there need to be a championship court?
- Response:** *The Village would like a minimum of ten (10) USA Pickleball Association (USAPA) rated pickleball courts.*
- Question No. 12:** Is it the intent of the City to shortlist firms and do presentations for the evaluation of this proposal? Or will the Evaluation Committee meeting rank and select proposers without presentations?
- Response:** *The Village's Evaluation Committee Members will meet to discuss each proposal. If the Committee Members need any clarification or would like the firms to provide a presentation, the Procurement Specialist will coordinate a date and time to hold the presentations. After presentations,*

the Committee Members will then score and submit the final scores for recommendation.

Question No. 13: What are the dimensions for the site?

Response: *Please reference the attached Final Shores Plat.*

Thank you,



Alessia Bencomo
Procurement Specialist

ACKNOWLEDGEMENT OF ADDENDUM SOLICITATION



Amendment/Modification No: 1

Amendment of RFP No: 2024-12-015

Title: Design-Build – Pickleball Center

Name of Company _____

Date Addendum Received _____

Total Pages of Addendum including Acknowledgement 4

Print Name _____

Signature _____

All other terms and conditions stipulated in the original Village of Palmetto Bay Request for Proposal shall remain in force. All addenda created will be incorporated into the final contract and must be acknowledged in all proposals. This acknowledgement form must be included in the response and failure to sign and submit this form may result in rejection of your proposal.