



---

October 25, 2017

To: All Interested Parties

From: Litsy C. Pittser, Procurement Specialist  
Village of Palmetto Bay  
9705 E Hibiscus Street  
Palmetto Bay, Florida 33157

Re: Request for Proposal RFP# 1617-12-010  
Pedestrian Bridge Construction at Coral Reef Park

**ADDENDUM NO. 3 (Continuation from 1-3)**

Prospective Proposers,

This Addendum forms a part of the RFP Package Document dated October 30th, 2017, with the amendments and additions noted below (deletions are shown by strikethrough and additions are underlined.)

Mr. Carlos Mora from Cone & Graham Construction submitted the following questions via email:

1. **Question:** Could you please provide a working copy for the Proposal Bond Form, the one provided does not have the space to type the surety's name.

**Response:** Yes, the correction has been made on the document and can be downloaded via the Village of Palmetto website under Bids & RFP's click on the solicitation and a .pdf will be there to download.

Mr. Carlos Hernandez from Carivon Construction submitted the following questions via email:

2. **Question:** Please provide the location for the Pre-Solicitation meeting dated October 19, 2017.

**Response:** The location for the pre-bid meeting will be at Village of Palmetto Bay Municipal Hall 9705 E. Hibiscus Street, Palmetto Bay Fl. 33157 at 10:00am. At the end of the meeting any contractors who are not familiar with Coral Reef Park and would like a site visit, staff will go to the park with those interested.

3. **Minutes from Pre-Bid Meeting on 10/19/2017:** The pre-bid meeting started at 10:00am, the introduction was announced by Litsy Pittser, Procurement Specialist, everyone in attendance registered on the sign in sheet provided. Ms. Pittser went through the schedule of events, explained that the contract term or the completion of the project would be once the contractor is awarded, the first pre-construction meeting will have the details as to the hours the contractor can work and the timeline. Also, someone mentioned the staging area for construction; again this will be discussed with the awarded Contractor at the pre-construction meeting. Emphasis has been acknowledged that plans, permits and build are involved in the scope of work. The Village of Palmetto Bay would like to have a similar structure that is already in existence. The Contractor does not need to worry about the trail connection. The Village will have a contractor tying the trail to the bridge. Although on the plans provided it shows that there are lights, this is optional and is not required as part of the proposal. Other direct questions were:

- Was there an addendum 1 issued? Yes, but Addendum 2 is the continuation of 1, if you would like addendum 1, it is located on our website under the solicitation. If you cannot find it, please email me I will send it via email.
- Questions on the proposal form/cost analysis: With this Addendum, I will include a revised bid form to include the 2<sup>nd</sup> page. Please note that the bottom line on page 2 item 8 is where you will need to include the total cost of the project and your signature.
- What are the forms that will need to be included on the RFP proposal: I suggest you look through the RFP. Some are:
  1. Brief history of your Company
  2. Contractors' License in the state of Florida
  3. Bid Bond of 5%
  4. Disclosure of all Subcontractors and what their roles will be
  5. All the standard forms the Village of Palmetto Bay requires and the Granting agency i.e. Conflict of Interest, Identity Crimes, Debarment or Suspension, Certification for Disclosure of Lobbying Activities on Federal-Aid Contracts, Non-Collusion Affidavit, Pg. 140 Addendum Acknowledgement, Pg. 142-149, pg. 159-161, pg. 167-169. But please review thoroughly the RFP.
  6. Proposal Bid Form/Cost Analysis Sheet completed.
- Can the permitting be omitted from the bid price and be added in later once awarded?

Yes, permits can be added later. The total cost of the proposal **will not** include the permitting fees.

- Is there a Canal Survey?

Yes, I have provided as a separate .pdf the survey of the canal.

- Carlos Mora, Cone and Graham, Inc. – On Pg. 141 of the RFP, on the second paragraph of item (g) it reads: “Proposer understands and agrees that this is a unit rate contract.” Could you please indicate what units this refers to?

The answer to “units” are not meant to be characterized as quantities but sections based on the proposal form/cost analysis where you will need to provide plans, labor, materials, equipment, tools supervision etc. The RFP proposal amount will be pg. 2 item 8 of the proposal form/cost analysis.

- Carlos Mora, Cone and Graham, Inc. – On Appendix C Bid Form-Cost Analysis Form we have the following questions:

1. Under Budget Detail it reads: “Budget items below to be provided by the Contractor. See attach instructions.”

Please note that the instructions was directed to the Grantee (Village of Palmetto Bay) not the Contractor, therefore it was not included.

2. The description for item No. 5 is not clear.

Contractual – This is the part where any cost that entails subcontracting work or professional services relating to plans preparation etc. would be added here.

3. Does this form only address cost?

Yes, remember that this is a “low cost request for proposal”.

- Steven McNamara, Anzac Contractors, Inc.

1. Is this meant to be a Design/Build proposal? If so, will points be given for ability and past experience to count towards the low bid consideration?

Answer: The proposal is meant to be a design and build project. The plans that were attached served as a sample from the existent bridge. Based on the Grantors criteria, the grading will be based on the lowest and most responsive bidder.

2. Other than replacing the Pedestrian Bridge itself from existing end to end, is there any other work required under this contract?

Answer: There is no replacement; there should be a build on the site location specified on the attachments. This proposal covers from end to end; the tying of the pathway into the bridges’ ends will be conducted by another contractor and not part of this proposal.

3. We see FDOT Pre-Qualifications is required however we question the “types of work” required for this project. The project scope lends itself to a “minor bridge” qualification. Since there is no work other than the bridge, is there a need for flexible paving, Portland cement concrete, flexible paving and hot plant-mix bituminous courses? These are not categories normally carried by “bridge contractors”. Would you please consider changing the category to “Minor Bridge”.

Answer: I understand FDOT specifications are more geared towards an actual vehicular bridge specification, what is important is that the bridge holds by code the integrity needed to ensure the safety of the pedestrians.

4. The insurance coverage calls for the Contractor to have "Professional Liability Insurance". This is a coverage that our Specialty Engineer would have and is not typically or normally carried by a Contractor. If we include it in our bid it will inflate the costs substantially and will in effect double up on coverage that would be carried by our Specialty Engineer. Would you consider allowing us to provide proof of insurance from a Specialty Engineer that would be part of our design/build team?

Answer: Yes, since they will be part of your lead team will be disclosed. But, Village of Palmetto Bay must be added as an additional insured.

5. There seems to be conflicting information in the specs with regards to "Liquidated Damages" on pg. 27 & 28. One section states that LD's will be 10% of the original proposal for each day late, which is then followed up by a table taken from FDOT standards that shows different values. Which ones shall we use?

Answer: You will use Section 2.2.9 pg 27. Disregard the table. I have made a note to correct it.

6. Are we required to submit a schedule with the Proposal? The Village is nominating 120 days for contract time so would it be acceptable to provide a schedule once we are awarded the project?

Answer: I believe you are referring to the schedule of the project and timetable. If so, yes it can be done once the contractor is awarded and we schedule a pre-construction meeting.

7. The Village provided some Canal survey information. Is there are requirement to do any canal excavation or shaping? If so, can you please define the extent of this work?

Answer: The Village is leaving the due diligence up to the contractors. The Village would like to have a bridge similar to the one in existence keeping the same pitch for ADA accessibility and having enough room in the overpass for kayaks to cross safely.

8. What permits and agencies will be required for this project?

Answer: I believe your engineers and architects would know. I can tell you that you will need a permit for the Village of Palmetto Bay, but as I stated on our pre-bid meeting, the Village will work with the Contractor on that.

9. Are there any existing utilities on or in the vicinity of the work that will require relocations or removals?

Answer: In that location I do not believe so but I would contact the utilities company or 811.

10. We are confused on how to fill out what is referred to as the "proposal bid form/cost analysis". This is not a typical Proposal form for this type of work. The form does not appear to provide enough lines under the categories to itemize our work. Would the Village consider a bid form that is more in keeping with these types of project? Broken down into Lump Sum line items such as: Mobilization, Removal of Existing Structure, pedestrian bridge etc.

Answer: Unfortunately, we will need to use this cost sheet based on our Grantors criteria. Please just summarize the different sections. The final lump sum will be your proposal amount.

- Carlos Hernandez, Carivon Construction, Inc. – Will the requirement stated in page 160 of the bid document “Proposer Qualification Statement” strictly enforced?

Answer: Yes, this is part of the minimum requirements. Flexibility can be made as to the references stating only bridges, but you must have experience in building a bridge.

**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. The form of acknowledgement is included and failure to sign and submit this form may result in your proposal from being rejected.**

Thank you for your participation in our solicitation process.

Litsy C. Pittser, Procurement Specialist  
Village of Palmetto Bay



---

**Acknowledgement of**

**Addendum of Solicitation**

Amendment/Modification No.: 3

Amendment of RFP# No.: 1617-12-010

Title of RFP: Pedestrian Bridge Construction at Coral Reef Park

Name of Proposer \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Date Addendum Received \_\_\_\_\_

Total Pages of Addendum including Acknowledgement                      6

\_\_\_\_\_  
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 your proposal from being rejected.**