



REQUEST FOR QUALIFICATIONS

CITY OF NAPLES
PURCHASING DIVISION
CITY HALL, 735 8TH STREET SOUTH
NAPLES, FL 34102

PH: 239-213-7100 FX: 239-213-7105

NOTIFICATION DATE: 06/19/15	TITLE Gordon River Connector Bridge and Boardwalk	NUMBER: 15-050	OPENING DATE & TIME: 07/15/2015 2:00 PM
-------------------------------------------	-----------------------------------------------------------------	------------------------------	-----------------------------------------------------------

PRE-PROPOSAL DATE, TIME AND LOCATION:
A non-mandatory Pre-Proposal conference will be held June 30, 2015 at 10:00 A.M. local time in the Streets & Stormwater Conference Room - 295 Riverside Circle - Naples FL

LEGAL NAME OF PARTNERSHIP, CORPORATION OR INDIVIDUAL:

MAILING ADDRESS:

CITY-STATE-ZIP:

PH:	EMAIL:
FX:	WEB ADDRESS:

AUTHORIZED SIGNATURE	DATE	PRINTED NAME/TITLE
----------------------	------	--------------------

I certify that this proposal is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a proposal for the same materials, supplies, or equipment and is in all respects fair and without collusion or fraud. I agree to abide by all conditions of this bid and certify that I am authorized to sign this proposal for the proposer. In submitting a proposal to the City of Naples the proposer offers and agrees that if the proposal is accepted, the proposer will convey, sell, assign or transfer to the City of Naples all rights, title, and interest in and to all causes of action it may now or hereafter acquire under the Anti-trust laws of the United States and the State of FL for price fixing relating to the particular commodities or services purchased or acquired by the City of Naples. At the City's discretion, such assignment shall be made and become effective at the time the City tenders final payment to the proposer.

FEI/EIN Number _____

Please initial by all that apply

_____ Addendum #1
 _____ Addendum #2
 _____ Addendum #3
 _____ Addendum #4

PLEASE NOTE THE FOLLOWING:

- > This page **must be completed and returned** with your proposal.
- > Proposals must be **submitted in a sealed envelope, marked with proposal number & closing date.**
- > Proposals received after the above closing date and time will not be accepted.
- > Proposal tabulations will be available on the City of Naples web site www.naplesgov.com

GENERAL CONDITIONS

TO INSURE ACCEPTANCE OF THE PROPOSAL, PLEASE FOLLOW THESE INSTRUCTIONS. ANY AND ALL SPECIAL CONDITIONS, ATTACHED HERETO, HAVE PRECEDENCE.

- 1. SEALED PROPOSAL:** All proposals must be submitted in a sealed envelope. The face of the envelope shall contain the proposal name and proposal number. Proposals not submitted on attached proposal form shall be rejected. All proposals are subject to the conditions specified herein. Those which do not comply with these conditions are subject to rejection.
- 2. EXECUTION OF PROPOSAL:** Proposal must contain a manual signature of authorized representative in the proposal section. Proposal must be typed or printed in ink. Use of erasable ink is not permitted. All corrections made by proposer to his proposal must be initialed.
- 3. NO PROPOSAL:** If not submitting a proposal, respond by returning the Statement of No Proposal and explain the reason in the spaces provided. Failure to respond 3 times in succession without justification shall be cause for removal of the supplier's name from the proposal mailing list. NOTE: To qualify as a respondent, proposer must submit a "NO PROPOSAL," and it must be received no later than the stated proposal opening date and hour.
- 4. PROPOSAL OPENING:** Shall be public, on the date and at the time specified on the proposal form. It is the proposer's responsibility to assure that his proposal is delivered at the proper time and place of the proposal opening. Proposals which for any reason are not so delivered will not be considered. Offers by telegram; telephone; or fax are not acceptable. Proposal files may be examined during normal working hours.
- 5. WITHDRAWAL OF PROPOSALS:** Withdrawal of a proposal within sixty (60) days after the opening of proposals is subject to suspension or debarment in accordance with Policy 7-4 for up to three years.
- 6. PRICES, TERMS and PAYMENT:** Firm Prices shall be proposal and include all packing, handling, shipping charges and delivery to the destination shown herein. Proposer is encouraged to offer cash discount for prompt invoice payment. Terms of less than 20 days will not be considered.
 - A. TAXES:** The City of Naples does not pay Federal Excise and Sales taxes on direct purchases of tangible personal property. See exemption number on face of purchase order. This exemption does not apply to purchases of tangible personal property made by contractors who use the tangible personal property in the performance of contracts for the improvement of City-owned real property.
 - B. MISTAKES:** Proposers are expected to examine the specifications, delivery schedule, proposal prices, extensions, and all instructions pertaining to supplies and services. Failure to do so will be at proposer's risk. In case of mistake in extension, the unit price will govern.
 - C. CONDITION AND PACKAGING:** It is understood and agreed that any item offered or shipped as a result of this proposal shall be a new, current standard production model available at the time of this proposal. All containers shall be suitable for storage or shipment, and all prices shall include standard commercial packaging.
 - D. SAFETY STANDARDS:** Unless otherwise stipulated in the proposal, all manufactured items and fabricated assemblies shall comply with applicable requirements of Occupational Safety and Health Act and any standards there under.
 - E. UNDERWRITERS' LABORATORIES:** Unless otherwise stipulated in the proposal, all manufactured items and fabricated assemblies shall carry U.L. approval and re-examination listing where such has been established.
 - F. PAYMENT:** Payment will be made by the buyer after the items awarded to a vendor have been received, inspected, and found to comply with award specifications, free of damage or defect and properly invoiced. All invoices shall bear the purchase order number. Payment for partial shipments shall not be made unless specified in the proposal. Failure to follow these instructions may result in delay in processing

invoices for payment. In addition, the purchase order number must appear on bills of lading, packages, cases, delivery lists and correspondence.

7. DELIVERY: Unless actual date of delivery is specified (or if specified delivery cannot be met), show number of days required to make delivery after receipt of purchase order in space provided. Delivery time may become a basis for making an award (see Special Conditions). Delivery shall be within the normal working hours of the user, Monday through Friday, unless otherwise specified.

8. MANUFACTURERS' NAMES AND APPROVED EQUIVALENTS: Any manufacturers' names, trade names, brand names, information and/or catalog numbers listed in a specification are for information and not intended to limit competition. The proposer may offer any brand for which he is an authorized representative, which meets or exceeds the specification for any item(s). If proposals are based on equivalent products, indicate on the proposal form the manufacturer's name and number. Proposer shall submit with his proposal, cuts, sketches, and descriptive literature, and/or complete specifications. Reference to literature submitted with a previous proposal will not satisfy this provision. The proposer shall also explain in detail the reason(s) why the proposed equivalent will meet the specifications and not be considered an exception thereto. Proposals which do not comply with these requirements are subject to rejection. Proposals lacking any written indication of intent to quote an alternate brand will be received and considered in complete compliance with the specifications as listed on the proposal form.

9. INTERPRETATIONS: Any questions concerning conditions and specifications shall be directed in writing to this office for receipt no later than ten (10) days prior to the proposal opening. Inquiries must reference the date of proposal opening and proposal number. Failure to comply with this condition will result in proposer waiving his right to dispute the proposal.

10. CONFLICT OF INTEREST: All proposal awards are subject to Section 2-973 Conflict of Interest, City of Naples Code of Ordinances, which states: *"No public officer or employee shall have or hold any employment or contractual relationship with any business entity or any agency which is subject to the regulation of or is doing business with the city; nor shall an officer or employee have or hold any employment or contractual relationship that will create a continuing or frequently recurring conflict between his private interests and the performance of his public duties or that would impede the full and faithful discharge of his public duties. Any member of the city council or any city officer or employee who willfully violates this section shall be guilty of malfeasance in office or position and shall forfeit his office or position. Violation of this section with the knowledge, express or implied, of the person or corporation contracting with or making a sale to the city shall render the contract or sale voidable by the city manager or the city council."*

11. AWARDS: As the best interest of the City may require, the right is reserved to make award(s) by individual item, group of items, all or none, or a combination thereof; to reject any and all proposals or waive any minor irregularity or technicality in proposals received.

12. ADDITIONAL QUANTITIES: For a period not exceeding ninety (90) days from the date of acceptance of this offer by the buyer, the right is reserved to acquire additional quantities up to but not exceeding those shown on proposal at the prices proposal in this invitation. If additional quantities are not acceptable, the proposal sheets must be noted "PROPOSAL IS FOR SPECIFIED QUANTITY ONLY." (THIS PARAGRAPH DOES NOT APPLY FOR A TERM CONTRACT.)

13. SERVICE AND WARRANTY: Unless otherwise specified, the proposer shall define any warranty service and replacements that will be provided during and subsequent to this contract. Proposers must explain on an attached sheet to what extent warranty and service facilities are provided.

14. SAMPLES: Samples of items, when called for, must be furnished free of expense, on or before proposal opening time and date, and if not destroyed may, upon request, be returned at the proposer's expense. Each individual sample must be labeled with proposer's name, manufacturer's brand name and number, proposal number and item reference. Request for return of samples shall be accompanied by instructions which include shipping authorization and name of carrier and must be received with your

proposal. If instructions are not received within this time, the commodities shall be disposed of by the City of Naples.

15. PROPOSAL PROTEST: The city has formal proposal protest procedures that are available on request.

16. INSPECTION, ACCEPTANCE AND TITLE: Inspection and acceptance will be at destination unless otherwise provided. Title and risk of loss or damage to all items shall be the responsibility of the contract supplier until accepted by the ordering agency, unless loss or damage results from negligence by the ordering

17. DISPUTES: In case of any doubt or difference of opinion as to the items to be furnished hereunder, the decision of the buyer shall be final and binding on both parties.

18. GOVERNMENTAL RESTRICTIONS: In the event any governmental restrictions may be imposed which would necessitate alteration of the material, quality, workmanship or performance of the items offered on this proposal prior to their delivery, it shall be the responsibility of the successful proposer to notify the buyer at once, indicating in his letter the specific regulation which required an alteration. The City reserves the right to accept any such alteration, including any price adjustments occasioned thereby, or to cancel the contract at no expense to the City.

19. LEGAL REQUIREMENTS: Applicable provision of all Federal, State, county and local laws, and of all ordinances, rules, and regulations shall govern development submittal and evaluation of all proposals received in response hereto and shall govern any and all claims and disputes which may arise between person(s) submitting a proposal response hereto and the City of Naples by and through its officers, employees and authorized representatives, or any other person, natural or otherwise; and lack of knowledge by any proposer shall not constitute a cognizable defense against the legal effect thereof.

20. PATENTS AND ROYALTIES: The proposer, without exception, shall indemnify and save harmless the City of Naples and its employees from liability of any nature or kind, including cost and expenses for or on account of any copyrighted, patented, or unpatented invention, process, or article manufactured or used in the performance of the contract, including its use by the City of Naples. If the proposer uses any design, device, or materials covered by letters, patent or copyright, it is mutually agreed and understood without exception that the proposal prices shall include all royalties or cost arising from the use of such design, device, or materials in any way involved in the work.

21. ADVERTISING: In submitting a proposal, proposer agrees not to use the results there from as a part of any commercial advertising.

22. ASSIGNMENT: Any Purchase Order issued pursuant to this proposal invitation and the monies which may become due hereunder are not assignable except with the prior written approval of the buyer.

23. LIABILITY: The supplier shall hold and save the City of Naples, its officers, agents, and employees harmless from liability of any kind in the performance of this contract.

24. PUBLIC ENTITY CRIMES: A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a proposal on a contract to provide any goods or services to a public entity, may not submit a proposal on a contract with a public entity for the construction or repair of a public building or public work, may not submit proposals on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.

25. DISCRIMINATION: An entity or affiliate who has been placed on the discriminatory vendor list may not submit a proposal on a contract to provide goods or services to a public entity, may not submit a

proposal on a contract with a public entity for the construction or repair of a public building or public work, may not submit proposals on leases of real property to a public entity, may not award or perform work as a contractor, supplier, subcontractor, or consultant under contract with any public entity, and may not transact business with any public entity.

26. COUNTY TAXES: No proposal shall be accepted from and no contract will be awarded to any person, firm or corporation that is in arrears to the government of Collier County, Florida.

27. OFFER EXTENDED TO OTHER GOVERNMENTAL ENTITIES: The City of Naples encourages and agrees to the successful proposer extending the pricing, terms and conditions of this solicitation or resultant contract to other governmental entities at the discretion of the successful proposer.

IF THIS PROPOSAL IS FOR A TERM CONTRACT, THE FOLLOWING CONDITIONS SHALL ALSO APPLY

28. ELIGIBLE USERS: All departments of the City of Naples are eligible to use this term contract. Such purchases shall be exempt from the competitive proposal requirements otherwise applying to their purchases.

29. PRICE ADJUSTMENTS: Any price decrease effectuated during the contract period by reason of market change shall be passed on to City of Naples. Price increases are not acceptable.

30. CANCELLATION: All contract obligations shall prevail for at least one hundred eighty (180) days after effective date of contract. After that period, for the protection of both parties, this contract may be cancelled in whole or in part by either party by giving thirty (30) days prior written notice to the other party.

31. RENEWAL: The City of Naples reserves the option to renew the period of this contract, or any portion thereof for up to two (2) additional periods. Renewal of the contract period shall be by mutual agreement in writing.

32. ABNORMAL QUANTITIES: While it is not anticipated, should any unusual or abnormal requirements arise, the City reserves the right to solicit separate proposals thereon.

33. FISCAL NON-FUNDING CLAUSE: In the event sufficient funds are not budgeted for a new fiscal period, the City shall notify the contractor of such occurrence and the contract shall terminate on the last day of the current fiscal year without penalty or expense to the City.

IF THIS PROPOSAL IS FOR PERFORMING A SERVICE, THE FOLLOWING CONDITIONS SHALL ALSO APPLY

34. ALTERNATIVE PROPOSALS: Proposers offering service delivery methods other than those permitted by the scope of work may submit a separate envelope clearly marked "ALTERNATIVE PROPOSAL". Alternative proposals will be deemed non-responsive and will not be considered for award. All such responses will, however, be examined prior to award. Such examination may result in cancellation of all proposals received to permit rewriting the scope of work to include the alternative method, or the alternative method may be considered for future requirements of the City of Naples.

35. ANTITRUST: By entering into a contract, the contractor conveys, sells, assigns and transfers to the City of Naples all rights, titles and interest it may now have or hereafter acquire under the antitrust laws of the United States and the State of Florida that relate to the particular goods or services purchased or acquired by the City of Naples under said contract.

36. PROPOSER INVESTIGATIONS: Before submitting a proposal, each proposer shall make all investigations and examinations necessary to ascertain all site conditions and requirements affecting the full performance of the contract and to verify any representations made by the City of Naples upon which the proposer will rely. If the proposer receives an award as a result of its proposal submission, failure to have made such investigations and examinations will in no way relieve the proposer from its obligation to comply in every detail with all provisions and requirements of the contract documents, nor will a plea of ignorance of such conditions and requirements be accepted as a basis for any claim whatsoever by the contractor for additional compensation.

37. CERTIFICATES AND LICENSES: The Contractor, at time of proposal, shall possess the correct occupational licenses, all professional licenses or other authorizations necessary to carry out and perform the work required by the City of Naples and Collier County for this project pursuant to all applicable Federal, State and Local Laws, Statutes, Ordinances, and rules and regulations of any kind.

38. CHANGE IN SCOPE OF WORK: The City of Naples may order changes in the work consisting of additions, deletions or other revisions within the general scope of the contract. No claims may be made by the contractor that the scope of the project or of the contractor's services has been changed, requiring changes to the amount of compensation to the contractor or other adjustments to the contract unless such changes or adjustments have been made by written amendment to the contract signed by the City of Naples and the contractor. If the contractor believes that any particular work is not within the scope of the project, is a material change, or will otherwise require more compensation to the contractor, the contractor must immediately notify the City in writing of this belief. If the City believes that the particular work is within the scope of the contract as written, the contractor will be ordered to and shall continue with the work as changed and at the cost stated for the work within the scope.

39. CONTRACTOR PERSONNEL: The City of Naples shall, throughout the life of the contract, have the right of reasonable rejection and approval of staff or subcontractors assigned to the work by the contractor. If the City reasonably rejects staff or subcontractors, the contractor must provide replacement staff or subcontractors satisfactory to the City in a timely manner and at no additional cost to the City. The day-to-day supervision and control of the contractor's employees and sub-contractors is the responsibility solely of the contractor.

40. COST REIMBURSEMENT: The contractor agrees that all incidental costs, including allowances for profit and tools of the trade, must be included in the proposal rates. If an arrangement is made between the contractor and the City to reimburse the contractor for the cost of materials provided in the performance of the work, the contractor shall be reimbursed in the following manner: The City shall reimburse the contractor on completion and acceptance of each assigned job, only for those materials actually used in the performance of the work that is supported by invoices issued by the suppliers of the contractor describing the quantity and cost of the materials purchased. No surcharge shall be added to the supplier's invoices or included in the contractor's invoice submitted to the City that would increase the dollar amount indicated on the supplier's invoice for the materials purchased for the assigned job.

41. EXCEPTIONS: Proposers taking exception to any part or section of the solicitation shall indicate such exceptions on the proposal form. Failure to indicate any exception will be interpreted as the proposer's intent to comply fully with the requirements as written. Conditional or qualified proposals, unless specifically allowed, shall be subject to rejection in whole or in part.

42. FAILURE TO DELIVER: In the event of the contractor to fail to deliver services in accordance with the contract terms and conditions, the City, after due oral or written notice, may procure the services from other sources and hold the contractor responsible for any resulting purchase and administrative costs. This remedy shall be in addition to any other remedies that the City may have.

43. FAILURE TO ENFORCE: Failure by the City at any time to enforce the provisions of the contract shall not be construed as a waiver of any such provisions. Such failure to enforce shall not affect the validity of the contract or any part thereof or the right of the City to enforce any provision at any time in accordance with its terms.

44. FORCE MAJEURE: The contractor shall not be held responsible for failure to perform the duties and responsibilities imposed by the contract due to legal strikes, fires, riots, rebellions and acts of God beyond the control of the contractor, unless otherwise specified in the contract.

45. INDEPENDENT CONTRACTOR: The contractor shall be legally considered an independent contractor and neither the contractor nor its employees shall, under any circumstances, be considered servants or agents of the City of Naples and the City of Naples shall be at no time legally responsible for any negligence or any wrongdoing by the contractor, its servants or agents. The City of Naples shall not withhold from the contract payments to the contractor any federal income taxes, Social Security tax, or any other amounts for benefits to the contractor. Further, the City shall not provide to the contractor any insurance coverage or other benefits, including Workers' Compensation normally provided by the City for its employees.

46. ORAL STATEMENTS: No oral statement of any person shall modify or otherwise affect the terms, conditions or specifications stated in this contract. All modifications to the contract must be made in writing by the City of Naples.

47. QUALIFICATIONS OF PROPOSERS: The proposer may be required, before the award of any contract, to show to the complete satisfaction of the City of Naples that it has the necessary facilities, ability, and financial resources to provide the service specified therein in a satisfactory manner. The proposer may also be required to give a past history and references in order to satisfy the City in regard to the proposer's qualifications. The City may make reasonable investigations deemed necessary and proper to determine the ability of the proposer to perform the work, and the proposer shall furnish to the City all information for this purpose that may be requested. The City reserves the right to reject any proposal if the evidence submitted by, or investigation of, the proposer fails to satisfy the City that the proposer is properly qualified to carry out the obligations of the contract and to complete the work described therein. Evaluation of the proposer's qualifications shall include:

- > The ability, capacity, skill and financial resources to perform the work or service.
- > The ability to perform the work service promptly or within the time specified, without delay.
- > The character, integrity, reputation, judgment, experience, and efficiency of the proposer.
- > The quality of performance of previous contracts or services.

48. QUALITY CONTROL: The contractor shall institute and maintain throughout the contract period a properly documented quality control program designed to ensure that the services are provided at all times and in all respects in accordance with the contract. The program shall include providing daily supervision and conducting frequent inspections of the contractor's staff and ensuring that accurate records are maintained describing the disposition of all complaints. The records so created shall be open to inspection by the City.

49. RECOVERY OF MONEY: Whenever, under the contract, any sum of money shall be recoverable from or payable by the contractor to the City, the same amount may be deducted from any sum due to the contractor under the contract or under any other contract between the contractor and the City. The rights of the City are in addition and without prejudice to any other right the City may have to claim the amount of any loss or damage suffered by the City on account of the acts or omissions of the contractor.

50. REQUIREMENTS CONTRACT: During the period of the contract, the contractor shall provide all the services described in the contract. The contractor understands and agrees that this is a requirements contract and that the City shall have no obligation to the contractor if no services are required. Any quantities that are included in the scope of work reflect the current expectations of the City for the period of the contract. The amount is only an estimate and the contractor understands and agrees that the City is under no obligation to the contractor to buy any amount of services as a result of having provided this estimate or of having any typical or measurable requirement in the past. The contractor further understands and agrees that the City may require services in excess of the estimated annual contract amount and that the quantity actually used whether in excess of, or less than, the estimated annual contract amount and that the quantity actually used

shall not give rise to any claim for compensation other than the total of the unit prices in the contract for the quantity actually used.

51. TERMINATION FOR CONVENIENCE: The performance of work under the contract may be terminated by the City in whole or in part whenever the City determines that termination is in the City's best interest. Any such termination shall be effected by the delivery to the contractor of a written notice of termination of at least seven (7) days before the date of termination, specifying the extent to which performance of the work under the contract is terminated and the date upon which such termination becomes effective. After receipt of a notice of termination, except as otherwise directed, the contractor shall stop work on the date of the receipt of the notice or other date specified in the notice; place no further orders or subcontracts for materials, services or facilities except as necessary for completion of such portion of the work not terminated; terminate all vendors and subcontracts; and settle all outstanding liabilities and claims.

52. TERMINATION FOR DEFAULT: The City of Naples reserves the right to terminate the contract if the City determines that the contractor has failed to perform satisfactorily the work required, as determined by the City. In the event the City decides to terminate the contract for failure to perform satisfactorily, the City shall give to the contractor at least seven (7) days written notice before the termination takes effect. The seven-day period will begin upon the mailing of notice by the City. If the contractor fails to cure the default within the seven (7) days specified in the notice and the contract is terminated for failure to perform satisfactorily, the contractor shall be entitled to receive compensation for all reasonable, allocable and allowable contract services satisfactorily performed by the contractor up to the date of termination that were accepted by the City prior to the termination. In the event the City terminates the contract because of the default of the contractor, the contractor shall be liable for all excess costs that the City is required to expend to complete the work under contract.

53. STATE AND FEDERAL EMPLOYMENT LAWS: Contractors providing service to the City are required to comply with all state and federal employment laws. This includes, but is not limited to, laws resulting from the Immigration and Reform and Control Act of 1986, wherein all employers are required to verify the identity and employment eligibility of all employees. The Department of Homeland Security, U.S. Citizenship and Immigration Services require employees and employers to complete Form I-9 and the employer must examine evidence of identity and employment eligibility within three business days of the date employment begins. Non compliant contractors will be subject to contract sanctions, up to and including contract termination.

54. CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY, AND VOLUNTARY EXCLUSION: The contractor agrees to comply with Executive Order 12549 "Debarment and Suspension" and 2 CFR 180 "OMB Guidelines to Agencies on Government wide Debarment and Suspension." These rules require all contractors using federal funds not be debarred or suspended from doing business with the Federal Government. This includes sub-recipients and lower tier participant for covered transactions. Signing and submitting this document certified the organization and its principals are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency, and further have not within the preceding three-year period been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction.

THE CITY OF NAPLES IS AN EQUAL OPPORTUNITY EMPLOYER

GENERAL INSURANCE REQUIREMENTS

The Contractor shall not commence work until he has obtained all the insurance required under this heading, and until such insurance has been approved by the Owner, nor shall the Contractor allow any subcontractor to commence work until all similar insurance required of the subcontractor has also been obtained and approved by the Owner.

Certificates of insurance must be issued by an authorized representative of the insurance company at the request and direction of the policyholder and must include sufficient information so as to identify the coverage and the contract for Owner's improvements for which they are issued. Certificates of insurance must be issued by a nationally recognized insurance company with a Best's Rating of no less than B+VII, satisfactory to the Owner, and duly licensed to do business in the state of said Contract.

The Contractor shall procure and maintain, during the life of this Contract, Workmen's Compensation Insurance for all of his employees to be engaged in work under this Contract, and he shall require any subcontractor similarly to provide Workmen's Compensation Insurance for all of the latter's employees to be engaged in such work, unless such employees are covered by the protection afforded by the Contractor's insurance. In case any employees are to be engaged in hazardous work under this Contract, and are not protected under this Workmen's Compensation statute, the Contractor shall provide, and shall cause each subcontractor to provide, adequate coverage for the protection of such employees. It is acceptable to use a State-approved Workmen's Compensation Self-Insurance fund.

The Contractor shall take out and maintain during the life of this Contract, Public Liability and Property Damage and shall include Contractual Liability, Personal Injury, Libel, Slander, False Arrest, Malicious Prosecution, Wrongful Entry or Eviction, Broad Form Property Damage, Products, Completed Operations and XCU Coverage to be included on an occurrence basis, and to the full extent of the Contract to protect him, the Owner, and any subcontractor performing work covered by this Contract from damages for personal injury, including accidental death, as well as from claims for property damage, which may arise from operations under this contract, whether such operations be by himself or by a subcontractor, or by anyone directly or indirectly employed by either of them. The Contractor shall also maintain automobile liability insurance including "non-owned and hired" coverage. The entire cost of this insurance shall be borne by the Contractor.

The amount of such insurance shall be no less than \$1,000,000 annual aggregate for bodily injury and property damage combined per occurrence.

The City of Naples must be named as Additional Insured on the insurance certificate and the following must also be stated on the certificate. "These coverage's are primary to all other coverage's the City possesses for this contract only." The City of Naples shall be named as the Certificate Holder. The Certificate Holder shall read as follows:

The City of Naples
735 Eighth Street South
Naples, Florida 34102

No City Division, Department, or individual name should appear on the Certificate.
No other format will be acceptable.

The Certificate must state the bid number and title.

When using the ACORD 25 – Certificate of Insurance only the most current version will be accepted.

The City of Naples requires a copy of a cancellation notice in the event the policy is cancelled. The City of Naples shall be expressly endorsed onto the policy as a cancellation notice recipient.

STATEMENT OF NO PROPOSAL

If you will not be bidding on this product/service, please help us by completing and returning only this page to:

City of Naples, Purchasing Division
City Hall, 735 8th Street South
Naples, FL 34102
Fax 239-213-7105

Proposal # _____ and Description: _____

We, the undersigned, decline to proposal on the above project for the following reason(s):

- ___ We are not able to respond to the Request for Qualifications by the specified deadline.
- ___ Our Company does not offer this product or service.
- ___ Our current work schedule will not permit us to perform the required services.
- ___ Specifications are incomplete or information is unclear (Please explain below).

___ Other (Please specify below)

Company Name _____ PH _____

Name and Title of individual completing this form:

(Printed Name) (Title)

(Signature) (Date)

REFERENCES

THIS SHEET MUST BE COMPLETED AND RETURNED WITH QUALIFICATIONS

PROVIDE AT LEAST THREE REFERENCES FOR WHOM YOUR COMPANY HAS PROVIDED SAME OR SIMILAR SERVICES WITHIN THE LAST 2 YEARS.

COMPANY NAME: _____

ADDRESS: _____

TELEPHONE: _____

CONTACT PERSON: _____

CONTACT E-MAIL ADDRESS: _____

COMPANY NAME: _____

ADDRESS: _____

TELEPHONE: _____

CONTACT PERSON: _____

CONTACT E-MAIL ADDRESS: _____

COMPANY NAME: _____

ADDRESS: _____

TELEPHONE: _____

CONTACT PERSON: _____

CONTACT E-MAIL ADDRESS: _____

Submitting Vendor Name: _____

PROFESSIONAL SERVICES
SPECIAL CONDITIONS

A. TERMS OF CONTRACT

The resulting contract will commence on award and be in effect until completion of the project. The Notice-To-Proceed will not be initiated until the Contractor has been selected and placed under contract. Services to be rendered by the CONTRACTOR shall be commenced subsequent to the execution of this Agreement upon written Notice to Proceed from the CITY for all or any designated portion of the Project must be completed by the contract dates specified within the Notice of Proceed. Should CONTRACTOR fail to complete the project within this timeframe, daily liquidated damages in an amount consistent with the current Sec. 8-10.2 Florida Department of Transportation Standard Specifications will be assessed.

B. PROHIBITION OF CONTACT

Under no circumstances should any prospective organization or individual, or anyone acting for or on behalf of a prospective organization or individual, seek to influence or gain the support of any member of the City Council, public official or City staff favorable to the interest of any prospective organization or individual. Likewise, contact with City Council, any public official or city staff against the interests of other prospective organization (s) and or individual(s) is prohibited. Any such activities will result in the exclusion of the prospective organization or individual from consideration by the City.

C. REFERENCES

Bidder must submit a minimum of three references on the form provided. Additionally, IRS W-9s will be required from all vendors.

D. STATEMENT OF NO BID

If you will not be bidding on this producer/service, please help us by completing and returning the Statement of No Bid.

E. BID FORMAT

The Contract, if awarded, will be awarded on the Proposal Requirements. To create a fair evaluation of proposals, all proposals must contain all elements in the RFQ SUBMITTAL REQUIREMENTS. The evaluation criteria will be based upon five (5) categories totaling 100 points. Upon review of the RFQ, the committee MAY schedule a presentations. Proof of insurance from the successful proposer is required at the time of issuance and award of a contract.

F. QUESTIONS

Questions regarding this proposer packet must be received in writing in the Purchasing Division NO LATER THAN TEN CALENDAR DAYS PRIOR TO THE PROPOSAL CLOSING DATE TO ENSURE AN ANSWER IS PROVIDED PRIOR TO CLOSING.

Direct all questions to:
Gerald "Jed" Secory, MBA / CPPO / CPM
Purchasing Manager
City of Naples, Purchasing Division
735 8th Street South
Naples, Florida 34102
PH: (239) 213-7102 FX: (239) 213-7105
jsecory@naplesgov.com

SUBMISSION CHECKLIST

Bidder should check off each of the following items as completed and submit with bid response:

CHECKLIST ELEMENTS	INCLUDED
<ul style="list-style-type: none"> Submit one (1) original signature and FIVE (5) copies of your original bid proposal / document AND a Windows© compatible PDF of the original document on a CD or Flash / Thumb Drive that is clearly labeled. 	
<ul style="list-style-type: none"> Include any required drawings; descriptive literature; qualifications; schedules; product compliance / exceptions; alternatives; questionnaire; references, forms, tabs, and any information required of the proposer identified in the text of the bid including information for bid evaluation. 	
<ul style="list-style-type: none"> Include any delivery information. 	
<ul style="list-style-type: none"> Have an authorized individual sign the appropriate pages including the <u>Cover Form</u> with any bid addendums initialed. Also include a signed copy of the current (December 2014) <u>W-9</u> form 	
<ul style="list-style-type: none"> Examples of vendor contracts used by the City can be found on the Naples Purchasing web site and should be reviewed by the vendor. 	
<ul style="list-style-type: none"> Bid proposal / document must to be received by the OPENING DATE & TIME indicated on the Cover Sheet. The mailing envelope must be addressed to: <div style="margin-left: 40px; text-align: center;"> City of Naples Purchasing Division 735 8th Street South Naples, Florida 34102 </div> 	
<p style="text-align: center;">The mailing envelope must be sealed and marked with:</p> BID Number: 15-050 BID Title: Gordon River Connector Bridge and Boardwalk - RFQ BID Opening Date: July 15, 2015	

ALL COURIER DELIVERED PROPOSALS MUST HAVE THE BID NUMBER AND TITLE ON THE OUTSIDE OF THE COURIER PACKET.

Submitting Vendor Name: _____

At the discretion of the Purchasing Manager, bids or proposals with minor irregularities may be accepted and allowed to be corrected when in the best interest of the City.

City of Naples FL
REQUEST FOR QUALIFICATIONS
15-050 GORDON RIVER CONNECTOR BRIDGE AND BOARDWALKS RFQ
Design, Engineering, Permitting, Construction Engineering Inspection & Associated Tasks
Under Consultants Competitive Negotiation Act; Chapter 287, Florida Statutes

Index

	REQUIRED	PAGE
COVER SHEET	REQUIRED	1
GENERAL CONDITIONS		2
GENERAL INSURANCE REQUIREMENTS		9
STATEMENT OF NO PROPOSAL		10
REFERENCES	REQUIRED	11
SPECIAL CONDITIONS		12
SUBMISSION CHECKLIST	REQUIRED	14
PROJECT REQUIREMENTS AND SPECIFICATIONS		16
SUMMARY		
PROJECT BACKGROUND		
TIME OF COMPLETION/SCHEDULE		
ANTICIPATED SCOPE OF SERVICES		19
<ul style="list-style-type: none"> • Task 1 - Review Of Existing Documents, Meet With Team Members, And Prepare Sketches For Permitting And Navigation Approval • Task 2 - Sixty Percent Design Development • Task 3 – Permitting • Task 4 - Ninety Percent And 100 Percent Design Documents • Task 5 - Bidding Assistance • Task 6 - Project Management, Quality Control And Meetings • Task 7 - Bridge Pavilion (Optional) 		
REQUEST FOR QUALIFICATION EVALUATION		23
QUALIFICATION PREPARATION COST		
SELECTION COMMITTEE		
RFQ SUBMITTAL REQUIREMENTS	REQUIRED	23
<ul style="list-style-type: none"> • TAB 1 - Cover Letter and Mandatory Forms • TAB 2 - Project Approach and value added services your firm can provide above that identified within the request for services. • TAB 3 - Qualifications and experience of the person(s) assigned to perform services to the City. • TAB 4 - Qualifications and experience of the Firm and demonstrated record of past performance with References. • TAB 5 - Schedule for completion. • TAB 6 - Minority Business Qualification 		
CONSULTANT SELECTION CRITERIA		25
EXHIBITS Under Separate Cover		
<ul style="list-style-type: none"> • 15-050 Exhibit A - 1425-FLUCCS MAP • 15-050 Exhibit B - Baker Park East Side Survey • 15-050 Exhibit C - Baker Park Submerged Resource Survey • 15-050 Exhibit D - BOARDWALK & BRIDGE ELEVATION Figure_2A • 15-050 Exhibit E - BOARDWALK & BRIDGE ELEVATION Figure_2B • 15-050 Exhibit F - Boardwalk Easement Impact-3ft • 15-050 Exhibit G - Bridge Final PDR Dec. 2014 • 15-050 Exhibit H - Bridge Project Concept ReportFinal_081223 		

REQUEST FOR QUALIFICATIONS

GORDON RIVER CONNECTOR BRIDGE AND BOARDWALKS

Design, Engineering, Permitting, Construction Engineering Inspection & Associated Tasks
Under Consultants Competitive Negotiation Act; Chapter 287, Florida Statutes

PROJECT REQUIREMENTS AND SPECIFICATIONS

SUMMARY

The City is seeking a qualified firm to advance the design of the bridge and boardwalks as well as obtain the necessary permits to construct the bridge and boardwalks. Under CCNA, the City is looking for an engineering firm with significant pedestrian bridge design experience in Southwest Florida. The successful firm will have bridge designers and structural engineers licensed in the State of Florida with the ability to access the project site without significant travel time or expense (particularly for construction inspection services). The design requested by the CITY is for east and west pedestrian boardwalks and pedestrian bridge revised to be designed for a 4000 pound vehicle with 1000 pound wheel loads each and an appropriate pedestrian load (thought to be FDOT design criteria for a pedestrian bridge). The requested deck material is ipe wood.

PROJECT BACKGROUND

On June 5, 2013, City Council authorized the purchase of 6.7 acres of property in the amount of \$3.0 million from the McCauley-Pulling Family Trust. This parcel, combined with 12.5 acres of property owned by the City created an opportunity for a new 19.2 acre park. The City has envisioned Baker Park and the Gordon River Greenway Pedestrian Bridge project as an important element of the Gordon River Greenway system. On October 2, 2013, City Council accepted an offer from MHK Architecture and Planning to design a conceptual master plan for a park with a pedestrian bridge crossing the Gordon River at no cost to the City and directed staff to work with the firm utilizing an extensive citizen involvement process to develop conceptual park designs. On March 5, 2014, City Council adopted a Final Conceptual Master Plan labeled Alternative Plan 'F'. Also at the March 5, 2014 meeting, the probable construction cost for Alternative Plan 'F', with a bridge, was presented at \$14,572,880. The probable engineering design and permitting cost was presented at \$520,460. The total estimated cost for Alternative 'F' concept was estimated at \$15,093,340.

On June 11, 2014, City Council approved a \$467,000 Agreement with CDM Smith, Inc. to design, to the 30% level, a basic Baker Park, a pathway bridge crossing the Gordon River, and boardwalk connection to the existing pathway at the Naples Airport. The basic park design includes paving, grading and drainage design, utility design, extensive surveying, geotechnical work and environmental assessment. The basic park design allows for future design and construction of the numerous park features contained within the Conceptual Master Plan, better known as Alternative 'F'. On June 11th, City Council also approved an Agreement with Architectural Land Design at no cost and an Agreement with MHK Architecture at no cost. These two firms have been closely involved in this project since its inception and have continued to work closely with CDM, particularly as it relates to refining cost estimates for the park features identified in the Concept Master Plan.

At the December 15, 2014 City Council Workshop, CDM Smith presented the Preliminary Design Reports for a Basic Baker Park, Bridge & Boardwalks, and preliminary cost estimates for 24-park features associated with Alternative Master Park Plan "F". The total project cost estimate was \$21,720,000. The breakdown of cost estimates were as follows:

Cost Estimate - Basic Park, Bridge & Boardwalk 30% Cost Estimates

- Design, Permitting, Construction & Inspection of Bridge & Boardwalk: \$2,444,000 (with 20% contingency)
- Design, Permitting, Construction & Inspection of Basic Park: \$5,000,000 (with 30% contingency)
- Design, Permitting, Construction & Inspection of Park Features: \$14,276,000 (with 30% contingency)

During the City Council workshop meeting of January 20, 2015, under Correspondence and Communications, City Council engaged in a conversation regarding Baker Park, the conceptual master plan, cost estimates, and the Preliminary Design Reports prepared by CDM Smith. City Council agreed to schedule an item regarding Baker Park development for the February 4, 2015 meeting. The consensus of City Council was to review (vett) the individual elements of the Baker Park conceptual master plan.

At the February 4, 2015 City Council meeting, City Council reduced the number of park features and directed staff to proceed towards developing complete design plans, permits and specifications for the bridge and boardwalk. As part of that scope, City Council would review the 60% plans at a future workshop. Park design and engineering would be on hold until the results of a risk assessment study was complete.

City staff and CDM Smith began negotiations for a scope of work and fee to prepare a complete design, permit and specifications for the bridge/boardwalk. However, policy decisions to date have caused a separation of the park design process from the bridge and boardwalk design process. With a defined focus and commitment on bridge and boardwalk design and construction, the City is now seeking an engineering firm with significant bridge design experience in Southwest Florida. The successful firm will have bridge designers and structural engineers licensed in the State of Florida with the ability to access the project site without significant travel time or expense (particularly for construction inspection services).

While City Council has selected specific design criteria for the pedestrian bridge and boardwalk, the selected firm will become part of a team comprised of City staff, MHK Architecture and Planning (MHK), and Architectural Land Design Inc. (ALD) in developing the project as it will connect the Gordon River Greenway to the future Baker Park. MHK and ALD are under contract to the CITY to provide their services.

As described in the Preliminary Design Report (PDR) dated December 4, 2014, the Gordon River Greenway Connector Bridge is proposed to be concrete and approximately 230 feet long. The bridge and boardwalks at the 30 percent design stage were designed for H-10 load and pedestrian traffic. City Council has modified the bridge and boardwalk design criteria. The bridge and west boardwalk will be designed for pedestrian loading and for a 4000 pound maximum vehicle weight with 1000 pound wheel loads each. In addition, decorative options such as colorized concrete, inform liners, grouted stonework, etc. should be considered for the girders and pile bent caps.

Details for aesthetic treatments for the visually exposed concrete surfaces shall be developed and considered as an option in order to make the bridge more visually appealing in its environment.

The 30 percent design bridge contained in the PDR includes one center span of 100 feet centered over the river and a side span on each side of 65 feet. The bridge provides a minimum of 11 feet of vertical clearance above mean high water (MHW) throughout the navigable center span which is one foot more than the west span of the S.R. 90 (U.S. 41) Gordon River Bridge. The bridge width is 14 feet from outside to outside of the bridge deck with a clear width of 12 feet. The bridge railings were Florida Department of Transportation (FDOT) Pedestrian/Bicycle Bullet Railing with concrete parapet that meets Americans with Disabilities Act (ADA) requirements. The City is now requesting a decorative, ipe wood deck and railing. The bridge deck in the PDR was a simple reinforced cast in place concrete slab supported by simple span, precast, pre-tensioned concrete, Florida-I Beam 45s. The deck will now be ipe wood at the request of the CITY. The substructures for the bridge over the Gordon River have been anticipated to consist of driven pile bents configured with concrete piles embedded in cast in place concrete caps. The PDR did not consider pre-drilling, which may be necessary depending upon geotechnical data.

The west boardwalk is approximately 320 feet long and the east boardwalk will be approximately 292 feet long. Both boardwalks as designed in the PDR are composed of multiple eight-foot individually pile supported spans (for H10 loading). The 30% work also called for the inside clear width of the west boardwalk between handrails to match the bridge inside clear dimension of 12 feet. On the east boardwalk the outside-to-outside dimension of the boardwalk is restricted to 12 feet in order to minimize impacts to the wetlands and the mangroves. The design of the west boardwalk will be modified to reflect the lighter vehicle load requested by the City. The decorative railing and decking for the boardwalks will be ipe wood. The east boardwalk is expected to be constructed utilizing the top-down construction technique to minimize construction impacts to the conservation area.

The City is seeking a qualified firm to advance the design of the bridge and boardwalks as well as obtain the necessary permits to construct the bridge and boardwalks. The design requested by the CITY is summarized below:

- East boardwalk comprised of ipe wood railing and decking only. The east boardwalk components are currently designed for the worst case of the H10 vehicle or the appropriate pedestrian loading and are 12 feet out-to-out of deck. This assumes the stringer spacing will not change. This also assumes top down construction technique for the east boardwalk and construction equipment access is available from the existing greenway at the far-east end of the proposed boardwalk.
- West boardwalk was revised to be designed for a 4000 pound vehicle (live load) with 1000 pound wheel loads each and appropriate pedestrian loading (thought to be FDOT design criteria for a pedestrian boardwalks). Also, an ipe wood decorative railing shall be utilized and the decking material shall be ipe wood.

The 12 feet-10 inches out-to-out dimension may remain the same as in the PDR. Pile spacing should be reevaluated with the new loading.

- The bridge shall be revised to be designed for a 4000 pound vehicle with 1000 pound wheel loads each and an appropriate pedestrian load (thought to be FDOT design criteria for a pedestrian bridge). The requested deck material is ipe wood and the bridge railing should match the boardwalk's decorative railing with wood. The span configuration and 12-foot clear width between rails shall remain the same. Colorized concrete shall be considered for the girders, pile bent caps and pilings. Aesthetic treatments for the visually exposed surface of the concrete pile bent caps, piling and exterior girders should be considered.

TIME OF COMPLETION/SCHEDULE

Work under this request is expected to begin in early September 2015, upon receipt of a Notice to Proceed. The Consultant will provide a schedule for the remainder of the project milestones.

ANTICIPATED SCOPE OF SERVICES

The following is a description of some services expected to be provided for this project by CONSULTANT.

TASK 1 - REVIEW OF EXISTING DOCUMENTS, MEET WITH TEAM MEMBERS, AND PREPARE SKETCHES FOR PERMITTING AND NAVIGATION APPROVAL

CONSULTANTS will re-evaluate Bridge with respect to the 4000 pound vehicular load and ipe wood deck as requested by the CITY. In order to determine the most economical combination of concrete beam size/spacing and ipe wood deck member size, an evaluation of several combinations will be investigated.

The evaluation will require the development of structural calculations to determine member sizes/spacing in order to revise the vertical profile while maintaining the minimum vertical clearance over the mean high water (MHW) elevation. The horizontal alignment will not change. The result of this evaluation will be the preparation of a revised sketch depicting the plan and elevation view of the bridge for purposes of providing to the U.S. Coast Guard for their initial navigational approval and to support initial environmental permitting.

TASK 2 - SIXTY PERCENT DESIGN DEVELOPMENT

This task provides for production and submittal of design development of the Bridge Connector over the Gordon River and boardwalks to the 60 percent completion stage design documents. The 60 percent plans will also be used to refine cost estimates and for environmental permitting (see Task 3). This task may include development of:

- Constructability review.
- Updated opinion of probable construction costs (Class 2) with and

without architectural treatments.

- Index of specifications (Table of Contents).

The following work elements are also expected as part of the 60 percent design of the bridge and boardwalks:

Subtask 2.1 Bridge Scour Analysis Hydraulics and Hydrology

Subtask 2.2 Geotechnical

- Update geotechnical analyses for the bridge.
 - Perform static analyses for pile capacities.
 - Perform lateral load analyses for piles.
 - Perform wave equation analyses to evaluate pile drivability and stresses.

Subtask 2.3 Civil/Site Design for Connection of Greenway to Boardwalk

CONSULTANT will design connections from the east and west boardwalks to paved paths. The bridge team will coordinate with park design team to design greenway alignment for the connection of the west boardwalk to the path in the park. The proposed east boardwalk will be designed to connect the existing path to the proposed east boardwalk. The proposed east boardwalk will maintain the alignment through the protected mangroves as approved by the Conservancy.

Subtask 2.4 Electrical Navigational Lighting

CONSULTANT will coordinate with U.S. Coast Guard on navigation light requirements. CONSULTANT will specify the appropriate navigation fixtures/markings and develop navigation lighting plans per the Coast Guard guidance.

Subtask 2.5 Electrical Pedestrian Lighting

CONSULTANT will assist CITY in selecting pedestrian lighting including types of lights and locations. CONSULTANT will provide information regarding lighting for CITY review and will attend one meeting (see Subtask 6.3) with CITY and the CITY architectural team to select pedestrian lighting. After selection of pedestrian lighting, CONSULTANT will develop pedestrian lighting plans for the bridge and boardwalks.

Subtask 2.6 Structural

CONSULTANT will provide the following:

- The Greenway Bridge over the Gordon River shall be revised to be designed for a 4000 pound vehicle with 1000 pound wheel loads each and an appropriate pedestrian load.
- Colorized concrete shall be considered.
- Details for an aesthetic treatment consisting of an architecturally patterned finish resembling a wood grain texture for the visually exposed concrete surfaces shall be considered.

- The span configuration and 12-foot clear width between rails shall remain the same.

TASK 3 - PERMITTING

This task includes services required for preparing and submitting appropriate permit applications, attending meetings with regulatory agencies, and response to requests for additional information as specified herein. Currently, it is envisioned that the following agencies and permits may be involved:

- Florida Department of Environmental Protection
 - State Lands Authorization (Lease or Consent of Use)
 - National Pollutant Discharge Elimination System (NPDES)
- Florida Fish and Wildlife Conservation Commission
 - Uniform Waterway Marker Permit
- Florida Division of Historical Resources
- South Florida Water Management District
 - Environmental Resource Permit (ERP)
- US Army Corps of Engineers
 - Section 404 (Dredge and Fill)
 - Section 10 (Structures or work affecting navigable waters of the US)
- US Coast Guard
 - Bridge Permit
 - Aids to Navigation Permit (if markers are installed to help control vessel traffic approaching and under bridge)
- National Marine Fisheries Service
- US Fish and Wildlife Service
- Naples Airport Authority/Federal Aviation Authority
- City of Naples Preliminary Site Plan Review (Building/Zoning)

Subtask 3.1 Permitting

Upon receipt of the engineering plans, prepare the application, integrate the engineering and environmental documentation into a cohesive submittal package, and submit it to the state and federal issuing agencies. One key aspect of the bridge and park submittals will be Biological Assessment document (outlining potential listed species concerns and ways in which potential impacts will be avoided or ameliorated), and Avoidance and Minimization document for the Corps of Engineers. Providing these documents up front will reduce the permit review time with them and potentially help improve schedule.

During permit review there will be requests for additional information on both the environmental and engineering aspects that will have to be addressed by the CONSULTANT.

Subtask 3.2 Pre-Permitting Agency Coordination

To-date this project has only been discussed with the South Florida Water Management District, the US Coast Guard, and the US Army Corps of Engineers, but there may be other agencies involved. Coordination with the Naples Airport and the Federal Aviation Administration may have to be undertaken regarding the bridge, bridge landing, and any proposed structures or extensions over the bridge.

TASK 4 - NINETY PERCENT AND 100 PERCENT DESIGN DOCUMENTS

Subtask 4.1 90 Percent Design

Following approval from the City of the 60 percent design documents listed in Subtask 2.6, and based on the CITY'S decision regarding architectural treatments for outside girders and pile caps, CONSULTANT will continue to develop the design plans and specifications for the Project. The 90 percent design drawings will be prepared that incorporate CITY comments and final modifications based on review of the 60 percent design drawings. The list of expected design drawings is in Task 2. At the 90 percent design level, a compilation of specifications will also be prepared. The opinion of probable cost (Class 1) will also be updated. These documents will be submitted to the CITY for review and comment.

Subtask 4.2 100 Percent Design Documents

After CITY approval of the 90 percent design drawings, specifications, opinion of probable cost, and revisions required by permitting agencies, design drawings, specifications and the opinion of probable cost will be finalized. The bid package will be assembled and will include:

- Final Design Drawings (Plans).
- Specifications including CITY front-end contract documents.

The final opinion of probable cost will also be provided.

TASK 5 - BIDDING ASSISTANCE

Subtask 5.1 Assistance During Bidding

CONSULTANT will assist CITY in preparation of the advertisement of the bid, attend one pre-bid conference, prepare written responses, clarifications and revise drawings (up to five) as necessary to respond to questions from prospective bidders. CITY will advertise for bids.

Subtask 5.2 Bid Evaluation

CONSULTANT will tabulate the bids and make a written recommendation to the CITY based on information submitted by the bidder and comparisons of bids. Bidding assistance ends when the project has been awarded by CITY COUNCIL.

TASK 6 - PROJECT MANAGEMENT, QUALITY CONTROL AND MEETINGS

Subtask 6.1 Project Management

Subtask 6.2 Quality Management

Subtask 6.3 Meetings

TASK 7 - BRIDGE PAVILION (OPTIONAL)

CONSULTANT may be required to provide design and construction document preparation for the bridge pavilion to be located on the south side of the bridge immediately adjacent to the pile bent supporting the easternmost 65 -foot span and the 100-foot span.

REQUEST FOR QUALIFICATION EVALUATION

QUALIFICATION PREPARATION COST

The cost to prepare the qualification and travel to project interviews shall be the full responsibility of the proposer.

SELECTION COMMITTEE

The City Manager will appoint a selection committee to review and evaluate the firms using the following criteria. The City, at its sole discretion, may contact the references of the projects listed in response to this solicitation as a part of the evaluation process.

A shortlist of firms MAY be interviewed for final ranking. If an interview is held, it will be one hour in length and be equally divided between the presentation and questions and answers. The presentation time and date (if necessary) will be assigned by the City.

Should negotiations fail with the top ranked team, the City will enter into discussions with the second ranked team, and so on, until an acceptable agreement has been reached between the City and the selected individual or firm.

RFQ SUBMITTAL REQUIREMENTS

Please provide the following in your qualifications within the TAB format below.

TAB 1 - Cover Letter and Mandatory Form information

- Cover Letter – Maximum two pages outlining why the City should select your firm/team. Identify who will be the point of contact including their

email address. Identify the Project Manager and in which office they are located.

- Items for Baseline Eligibility - Mandatory Form information from Submission Check List and any applicable licenses / certifications.

Qualifications should be concise and clear. There is a 35 printed page maximum for the information below.

TAB 2 - Project Approach and value added services your firm can provide above that identified within the request for services.

Maximum points - 25 points

- Provide your firm's approach to achieving the project identified tasks.
- Identify project opportunities and challenges and how you would recommend that challenges be addressed along with value added services your firm can provide.
- Identify any issue that the City might have omitted in its understanding of this project.

TAB 3 - Qualifications and experience of the person(s) assigned to perform services to the City.

Maximum points - 35 points

- Provide a staff organization chart. Identify key individuals involved on this project, their affiliation and office location. Please indicate which individuals will attend the proposed interview.
- For each key staff member identified in the organization chart, provide a summary of relevant experience and qualifications. Detailed résumés should be submitted. The brief overview should identify the individual experience on similar projects and their availability to support this project.
- Provide three (3) client references for similar projects led by the proposed Project Manager within the past 5-years (NOTE: this is separate and deferent than the references required in Mandatory Forms.)
- Provide an organization chart and identify where the project manager and work components will be done (office locations).

TAB 4 - Qualifications and experience of the Firm and demonstrated record of past performance with References.

Maximum points - 30 points

- Provide examples of the firm's and consultant's current or past projects related to the project tasks
- Include description of the firm's knowledge of Florida State Statutes, laws, regulations, and experience relative to plan and land development in Florida.

TAB 5 - Schedule for completion.

Maximum points – 7 points

- Time is an important aspect of the project and if the Firm does not believe the schedule is achievable please indicate the reasons and provide an alternative schedule.
- Provide a project schedule that identifies general timeframes for work identified on the work tasks showing the firm's general work load capacity

TAB 6 - Minority Business Qualification

Maximum points – 3 points

- Provide certification(s), if applicable.

CONSULTANT SELECTION CRITERIA

This is a qualifications base selection. Any submission not meeting the Minimum Qualifications will be rejected. The criteria below are not necessarily listed in order of importance. RFQs will be evaluated on the following criteria: (100 points possible).

CRITERIA	POINTS
1 Project approach and value added services your firm can provide above that identified within this solicitation.	<u>Maximum points - 25 points</u>
2 Qualifications and experience of the person(s) assigned to perform services to the City.	<u>Maximum points - 35 points</u>
3 Demonstrated record of the Firm's Past Performance with References.	<u>Maximum points - 30 points</u>
4 Schedule for completion. Time is an important aspect of the project and if the Firm does not believe the schedule is achievable please indicate the reasons and provide an alternative schedule.	<u>Maximum points – 7 points</u>
5 Minority Business Qualification	<u>Maximum points – 3 points</u>

PLEASE FIND UNDER SEPARATE COVER:

EXHIBIT A

- 15-050 Exhibit A - 1425-FLUCCS MAP

EXHIBIT B

- 15-050 Exhibit B - Baker Park East Side Survey

EXHIBIT C

- 15-050 Exhibit C - Baker Park Submerged Resource Survey

EXHIBIT D

- 15-050 Exhibit D - BOARDWALK & BRIDGE ELEVATION Figure_2A

EXHIBIT E

- 15-050 Exhibit E - BOARDWALK & BRIDGE ELEVATION Figure_2B

EXHIBIT F

- 15-050 Exhibit F - Boardwalk Easement Impact-3ft

EXHIBIT G

- 15-050 Exhibit G - Bridge Final PDR Dec. 2014

EXHIBIT H

- 15-050 Exhibit H - Bridge Project Concept ReportFinal_081223

#