



DELRAY BEACH COMMUNITY REDEVELOPMENT AGENCY

**ADDENDUM NO. 1
TO
REQUEST FOR QUALIFICATIONS NO. CRA 2021-01
PROFESSIONAL ARCHITECTURAL & ENGINEERING SERVICES FOR A
COMMERCIAL REDEVELOPMENT PROJECT
(NW 600 BLOCK – WEST ATLANTIC AVENUE)**

MARCH 22, 2021

TO ALL PROPOSERS AND OTHERS CONCERNED

The Delray Beach Community Redevelopment Agency ("CRA") has heretofore published a Request for Qualifications ("RFQ") dated March 8, 2021, with respect to its intent to receive and consider Proposals from experienced and qualified architectural firms to provide professional architectural and engineering services ranging from pre-design through closeout for the NW 600 Block – West Atlantic Avenue Commercial Redevelopment Project ("Project"). The intent of this Addendum is to address questions and/or errors, and to clarify other aspects of the RFQ. Questions contained in this Addendum include ones asked at the March 18, 2021, Voluntary Pre-Proposal Meeting. Proposers submitting Proposals for the above-referenced RFQ shall take note of the following changes, additions, deletions clarifications, etc., which shall become a part of and have precedence over anything shown or described otherwise.

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1. **On Page 17 of the RFQ, please delete Article VI, Section D, "Local Hiring Requirements," in its entirety and replace with the following text:**

"D. Local Hiring Requirements

The Successful Proposer will be required to assign a minimum of ten percent (10%) of the awarded agreement value to local firm(s) and/or sub-contractor(s)/sub-consultant(s).

Local in this context shall mean the firm and/or sub-contractor/sub-consultant has an office located within the municipal boundaries of the City of Delray Beach.

A combination of local firm(s) and/or sub-contractor(s)/sub-consultant(s) may be utilized to reach the required minimum of ten percent (10%).

Proposals shall include documentation stating which local firm(s) and/or sub-contractor(s)/sub-consultants will be utilized, where the firm's and/or local sub-contractor's/sub-consultant's place of business is located, and what type of service and the percentage of the total awarded agreement the local firm(s) and/or sub-contractor(s)/sub-consultant(s) will be performing.

A Proposer who has a local office within the municipal boundaries of the City of Delray Beach can satisfy the local hiring requirement.”

2. **On Page 17 of the RFQ, please delete Article VII, Section A, Subsection 24, “Local Hiring,” in its entirety and replace with the following text:**

“24. Local Hiring

As stated in Article VI, “Team Members and Minimum Qualification and Experience Requirements”, the Successful Proposer will be required to assign a minimum of ten percent (10%) of the awarded agreement value to local firm(s) and/or sub-contractor(s)/sub-consultant(s).

Proposers shall state which local firm(s) and/or sub-contractor(s)/sub-consultants will be utilized, where the local firm(s) and/or sub-contractor(s)/sub-consultant(s) place of business is located, and what type of service and the percentage of the total awarded agreement the local firm(s) and/or sub-contractor(s)/sub-consultant(s) will be performing by utilizing the Local Hiring Information Form, as provided in Article XI, Required Forms.

Proposers shall include a City of Delray Beach Business Tax Receipt for each firm and/or sub-contractor/sub-consultant used to fulfill this requirement.

A Proposer who has a local office within the municipal boundaries of the City of Delray Beach can satisfy the local hiring requirement.”

3. **On Page 50 of the RFQ, please replace the “Local Hiring Information Form” as provided in Article XI, “Required Forms,” with the updated form that is included with this Addendum No. 01.**
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4. **On Page 15 of the RFQ, please delete Article VI, Section A, “Required Team Members,” in its entirety and replace with the following text:**

“A. Required Team Members

The Successful Proposer shall serve as the lead and managing agent for all Team Members required for the Project. The Successful Proposer’s work shall be performed by the Team Members listed below, as described in the RFQ and shall consist, at a minimum, of the following disciplines:

- Lead Architect
- Project Manager (if applicable)
- Civil Engineer
- Structural Engineer
- Mechanical, Electrical and Plumbing (“MEP”) Engineers
- Landscape Architect

The Successful Proposer shall designate a primary lead individual, referred to as the “Lead Architect,” to lead all design efforts for the Project. In addition, the Successful Proposer may also designate a second lead individual, referred to as the “Project Manager” to manage the Project, if desired.

Additionally, the Successful Proposer shall directly employ the Lead Architect. The other Team Members may be employed directly by the Successful Proposer or by a sub-contractor/sub-consultant.”

5. **On Page 16 of the RFQ, please delete Article VI, Section B, Subsection 4, in its entirety and replace with the following text:**

“4. Proposer may have a team member to serve as the Project Manager, if desired, who has been practicing as a registered architect under Title XXXII, Regulation of Professions and Occupations, Florida Statutes, Chapter 481, “Architecture, Interior Design, and Landscape Architecture,” or as a registered engineer under Title XXXII, Regulation of Professions and Occupations, Florida Statutes, Chapter 471, “Engineering,” as applicable to the named profession in the State of Florida, for a minimum of five (5) years; and”

6. **On Page 23 of the RFQ, please delete Article VII, Section A, Subsection 10, “Qualifications of the Project Manager,” in its entirety and replace with the following text:**

“10. Qualifications of the Project Manager (if identified as a Team Member)
The Project Manager shall be a licensed, practicing, and registered architect or professional engineer in the State of Florida. Proposer shall identify the Project Manager’s number of years of experience in the required professional services.

A resume is required to be submitted that reflects the Project Manager’s education, experience, and qualifications that demonstrate satisfaction of all the requirements identified in Article VI, “Team Members and Minimum Qualification and Experience Requirements.”

Additionally, licenses and any other pertinent certification documentation/information shall be submitted.

If the Project Manager is not directly employed by the Proposer, the Proposer must identify the Sub-Contractor/Sub-Consultant that it will be utilizing as part of its Team.”

7. **On Page 32 of the RFQ, please delete Article VIII, Section B, “Evaluation Criteria,” in its entirety and replace with the following text:**

B. Evaluation Criteria

Proposals have the possibility to receive a total maximum of 100 points. Proposals will be reviewed and scored by the Evaluation Committee according to the following requirements and respective weight:

REQUIREMENTS	POINTS
Qualifications and Experience of the Proposer	30 Points
Qualifications and Experience of the Lead Architect	20 Points
Qualification and Experience of the Proposer’s Team	20 Points
Design Philosophy and Process Statement	15 Points
Technical Capabilities and Approach Statement	15 Points
	100 Total Points

8. **Are there tenants currently residing at 34 NW 6th Avenue?**

Yes. There are currently tenants residing at the single-family residential dwelling located at 34 NW 6th Avenue. The tenants are scheduled to move out prior to the start of demolition of the building and/or the construction phase related to the Project.

9. **Will the Successful Proposer be required to assist in the City of Delray Beach planning and zoning approval process?**

Yes. As stated in “Task 2 – Design Development Services” listed in Article V, “Scope of Work”, of the RFQ, the Successful Proposer “shall assist in the City of Delray Beach Development Services Site Plan submittal and approval processes, including any CRA Board, City Board, and/or City Commission presentations required for approval of any entitlements. In addition, the Successful Proposer shall assist in any building permit submittal, subsequent review process, and follow up with CRA Staff and City Staff (addressing comments, attending meetings, etc.) ...”

10. **If the Successful Proposer is a Joint Venture by which firm does the Lead Architect need to be employed?**

If the Successful Proposer is a Joint Venture, that information would need to be a part of the submitted Proposal. The Lead Architect can be employed by any firm that comprises the Joint Venture.

11. **When would the CRA like to see the Project completed by?**

The Project timeframes and construction schedule will be developed between the Successful Proposer and CRA Staff.

12. **Is funding available for the Project?**

Yes. Funding has been allocated for the Project that is the subject of this RFQ.

13. **What is the budget for the construction phase?**

The budget for the construction phase related to this Project has not been determined.

14. **Who prepared the architectural renderings that are included as part of Exhibit B of this RFQ?**

The renderings that are included within Exhibit B of this RFQ depict a privately initiated nearby commercial redevelopment project that is also occurring within the NW 600 Block of West Atlantic Avenue and are provided within this RFQ for *reference only*. As stated in Article IV, Section C, “Nearby Private Redevelopment Project”, while the “private commercial redevelopment project is a wholly separate project and the CRA-owned parcels involved in that project are not a part of this RFQ, the architectural design and style to be used for the Project that is the subject of this RFQ must be compatible with the approved design and style of the nearby private commercial redevelopment project.”

Please see the City of Delray Beach's Central Business District Anglo Caribbean Architectural Design Guidelines - <https://www.delraybeachfl.gov/government/city-departments/development-services/zoning-current-planning/central-business-district>.

15. **Was there an environmental study done for any of the Subject Properties?**

Environmental studies for the Subject Properties are not available.

16. **Who is on the Evaluation Committee?**

The Evaluation Committee members have not been selected. The Evaluation Committee members and the date of the Evaluation Committee meeting will be posted on the Delray Beach CRA website at www.delraycra.org, and on BidSync at www.bidsync.com.

17. **There is a restaurant that is provided for within the Conceptual Site Plan. Construction documents for a restaurant space can require more detail - is there an operator lined up for that space?**

There are currently no tenants lined up for any of the commercial spaces contemplated for this Project.

18. **Will the Successful Proposer be preparing construction documents for a restaurant space – layout, equipment, menu, etc.?**

The required construction documents will be discussed between the Successful Proposer, CRA Staff, and City Staff.

19. **Who was the architect that prepared the Conceptual Site Plan? And are they precluded from submitting a Proposal?**

Currie Sowards Aguila Architects prepared the Conceptual Site Plan. They are not precluded from submitting a Proposal for this RFQ.

20. **Do Proposers need to submit fees with the Proposals?**

No. Fees will be negotiated after a Proposer is selected by the CRA Board.

21. **If negotiations fall through with the top-ranked Proposer, will the CRA commence negotiations with the second-ranked Proposer?**

In the event a contract is not negotiated to the CRA's satisfaction, the CRA may abandon such negotiations, and at its sole and absolute discretion, may commence negotiations with the next ranked Proposer.

However, as stated in Article VIII, "Evaluation and Selection," the CRA Board has the following options:

- a) Accept the Evaluation and Selection Committee's scores and award the agreement to the highest scoring Proposer; or
- b) Reject the Evaluation and Selection Committee's scores and select the Proposer that the CRA Board believes will serve in the CRA's best interests; or
- c) Cancel the RFQ at any time, and/or reject all submitted Proposals, and/or direct CRA Staff to re-issue the RFQ.

Depending on the option selected by the CRA Board, there may not be a second-ranked Proposer.

22. **Will the required surveys be provided by CRA Staff to the Successful Proposer?**

No. All required and necessary survey services will need to be provided by the Successful Proposer as stated in Article V, "Scope of Work," of this RFQ.
