



**City of Pompano Beach, Purchasing Division  
1190 N.E. 3rd Avenue, Building C  
Pompano Beach, Florida, 33060**

March 21, 2016

**ADDENDUM #1, RFP E-18-16**

**CONSTRUCTION ENGINEERING AND INSPECTION SERVICES FOR THE SW 36<sup>TH</sup>  
AVENUE SIDEWALK PROJECT – LOCAL AGENCY PROGRAM (LAP)**

To Whom It May Concern,

Please review the following change to the solicitation document.

Cost has been removed as an evaluation criterion. Please replace page 9 of E-18-16 with the attached.

Revised evaluation criteria section page 9 is posted as part of Addendum #1 on the City's website: <http://pompanobeachfl.gov/index.php/pages/purchasing/purchasing>. Proposers must submit their proposal with the revised information. Acknowledge receipt of this addendum according to the instructions on Page 15 of the RFP.

The deadline for acceptance of sealed proposals in the Purchasing Office, 1190 N.E. 3<sup>rd</sup> Avenue, Bldg. C, Pompano Beach, 33060, **is 2:00 p.m. (local), April 20, 2016.** The remainder of the solicitation is unchanged at this time.

Sincerely,

Jeff English  
Purchasing Agent

cc: website  
file

| <u>Criteria</u>   | <u>Point Range</u> |
|---|--------------------|
| 1. Prior experience of the firm with project of similar size and complexity: <ul style="list-style-type: none"> <li>a. Number of similar FDOT LAP-certified projects</li> <li>b. Complexity of similar projects</li> <li>c. References from past projects performed by the firm</li> <li>d. Previous project performed for the City</li> <li>e. Litigation within the past 5 years out of firm's performance</li> </ul> | 0-55               |
| 2. Qualifications of personnel including sub-consultants: <ul style="list-style-type: none"> <li>a. Organizational chart for project</li> <li>b. Number of technical staff</li> <li>c. Qualifications of technical staff:               <ul style="list-style-type: none"> <li>(1) Number of licensed staff</li> <li>(2) Education of staff</li> <li>(3) Experience of staff on similar projects</li> </ul> </li> </ul> | 0-15               |
| 3. Technical approach to perform the tasks described in the Scope of Services: <ul style="list-style-type: none"> <li>a. Level of effort</li> <li>b. Effectiveness of the technical approach to complete each phase of the project, maintain time schedules and cost control</li> <li>c. Adequacy of amount of quality resources assigned to the project. Overall approach to project. Financial resources.</li> </ul>  | 0-30               |
| <b>Total</b>  | <b>0-100</b>       |

Value of Work Previously Awarded to Firm (Tie-Breaker) – In the event of a tie, the firm with the lowest value of work as a prime contractor on City of Pompano Beach projects within the last five years will receive the higher ranking, the firm with the next lowest value of work shall receive the next highest ranking, and so on. The analysis of past work will be based on the City's Purchase Order and payment records.

The Committee has the option to use the above criteria for the initial ranking to short-list Proposers and to use an ordinal ranking system to score short-listed Proposers following presentations (if deemed necessary) with a score of "1" assigned to the short-listed Proposer deemed most qualified by the Committee.

Each firm should submit documentation that evidences the firm's capability to provide the services required for the Committee's review for short listing purposes. After an initial review of the Proposals, the City may invite Proposers for an interview to discuss the proposal and meet firm representatives, particularly key personnel who would be assigned to the project. Should interviews be deemed necessary, it is understood that the City shall incur no costs as a result of this interview, nor bear any obligation in further consideration of the submittal.