

REQUEST FOR QUALIFICATIONS

RFQ #19-03-377
AMERICANS WITH DISABILITIES ACT (ADA)
TRANSITION PLAN

MANDATORY CITY TOUR MINUTES
MARCH 20, 2019

A mandatory City Tour for RFQ #19-03-377 for Americans with Disabilities Act (ADA) Transition Plan was held on Wednesday, March 20, 2019. Potential bidders met at the City Municipal Complex and boarded a City bus to commence the tour at 10:05 am.

ATTENDING:

City Staff:

Mike Sargis, Asst. City Mgr./Parks & Recreation Director
Ann-Marie Fraser, Accounting and Purchasing Coordinator
Tammy Reed-Holguin, Community Development Director
Patricia Vancheri, City Clerk
Brandon Wink, Comm. Dev. Specialist
Anthony Valeo, Recreation Programmer

Potential Bidders:

- 1) ACAI Associates, Inc. – Paul Pannier
- 2) Architectural Building Corp. – Fiorella Olazabal
- 3) Encop, Inc. – Ana de Oliveira
- 4) Kimley-Horn and Associates, Inc. – Lisa Juan and Stefano Viola
- 5) Tindale Oliver – Bryan Weinstein and Paula Baez
- 6) Coltran Group – Smiley Urena
- 7) Jorge A. Gutierrez Architect LLC – Jorge Gutierrez

(A copy of the Sign in Sheet is attached to these Minutes)

Discussion:

Ann-Marie Fraser opened the meeting at 10:05 a.m. Introductions were made by staff and potential bidders present. She stated that the purpose of this meeting was to allow interested consultants the opportunity to obtain information relative to the RFQ. Ms. Fraser commented that only bidders present at this tour are eligible to submit a proposal as the tour was mandatory. Mike Sargis, Parks & Recreation Director drove the City bus and narrated the details of the locations of all Parks and Facilities listed on the City of North Lauderdale Facilities and Parks Maps *(a copy of which is attached to the Minutes)*. He indicated the hours of operation for each facility or park and what dates and times potential bidders could access for the purpose of measurements or other information they may need for

the purpose of their proposals. Ms. Fraser asked each bidder to state their name and company for the record if they have any questions during the tour. There was an addition to add ID #14 – Water Treatment Plant/Parks & Rec Field Office – to the Facilities Map. It was mentioned to add the 9-11 Memorial, but it was already listed as ID #19 on the Parks & Rec Location Map.

Questions and Answers:

Q. Stefano Viola – Kimley-Horn and Associates – On top of the facilities, are we also looking at the bus stops; are they City owned property or Broward County Transit?

A. Tammy Reed-Holguin – Community Development Director – They were put in by Broward County Transit but the City is responsible for maintaining them. Ann Marie Fraser said to refer to the list that was provided by the BCPA which has multiple sheets at the bottom of the list for reference of all rights-of-way; bus stops and green areas that is City owned.

Q. Brian Weinstein – Tindale Oliver – Commented on the 6 month deadline in the RFQ and asked if that is mentioned due to a lawsuit.

A. Tammy Reed-Holguin – No lawsuits; that is the time that we gave.

Q. Paula Baez – Tindale Oliver – Can this 6 month deadline be extended as there is assessments of roadways as well and a lot of facilities.

A. Tammy Reed-Holguin – We broke it down in to short term and long term. Ann Marie Fraser stated that they gave 6 months from the notice to proceed to provide the transition plan and an official answer will be given at the time of the deadline for questions and answers.

Q. Paul Pannier – ACAI Associates – You’ve listed intersections and streets, so all City streets intersections are included?

A. Ann Marie Fraser – Yes; everything that the City is responsible for, even the locations that are considered “leased” that we showed you, such as Somerset, Boys & Girls Club, should be included in the transition plan.

Q. Brian Weinstein – Tindale Oliver – Does the City have an existing transition plan or would this be the first one?

A. Tammy Reed Holguin – No existing plan; this will be brand new.

There were no additional questions. Ms. Fraser provided all attendees with due dates. (*a copy of which is attached to these Minutes*). The RFQ is due on Tuesday, April 23, 2019 at 10:00 am. All questions are due by Wednesday, March 27, 2019 by 5:00 pm, and should be submitted by email to Ann-Marie Fraser at afrazer@nlauderdale.org. Responses to those questions will go out Wednesday, April 3, 2019 by 12:00 pm. Ms. Fraser advised the bidders to adhere to the deadline dates and times for questions and to check DemandStar and the City of North Lauderdale’s website for responses to the questions and for the Minutes of today’s meeting and any necessary addenda, which should be checked and acknowledged before submitting a proposal and thanked all who attended the mandatory City tour. The meeting adjourned at 11:46 a.m.

Respectfully submitted,
Patricia Vancheri, City Clerk

ITB #19-03-377
AMERICAN WITH DISABILITIES (ADA) TRANSITION PLAN
MANDATORY CITY TOUR
WEDNESDAY, MARCH 20, 2019
10:00 AM EST

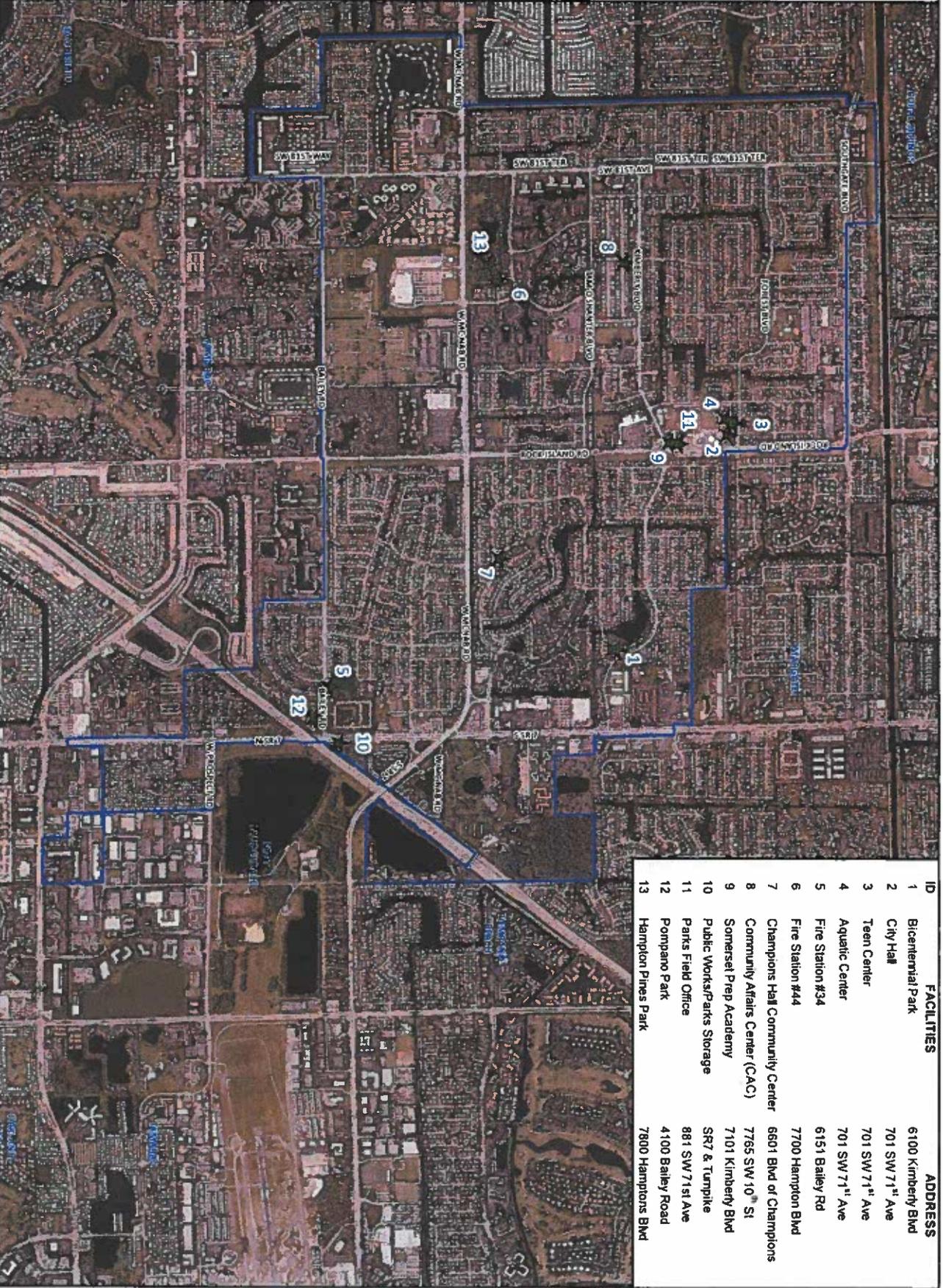
NAME	COMPANY / TITLE	EMAIL ADDRESS	SIGNATURE
Michael Sargis	CNL / Parks & Recreation Director	msargis@nlauderdale.org	
George Krawczyk	ENL / Public Works Director	gkrawczyk@nlauderdale.org	DID NOT ATTEND
Tammy Reed-Holguin	CNL / Community Development Director	tholguin@nlauderdale.org	
Patti Vancheri	CNL / City Clerk	pvancheri@nlauderdale.org	
Ann-Marie Fraser	CNL / Accounting & Purchasing Coordinator	afraser@nlauderdale.org	
Paul Panier	ACAI Associates, Inc.	ppanier@acemworld.com	
Florencia Quzabal	Architectural Building Corp.	olagabal.flore@small.com	
Dus RABOR to Oliver	Encop, Inc.	encopw@kafwood.com	
USA JUAN	Kimley-Horn and Associates, Inc.	USA.JUAN@KIMLEY-HORN.COM	
Sofia VIDA	Kimley-Horn and Associates, Inc.	sofia.vida@kimley-horn.com	
Bryan Weinstein	Tindale Oliver	bweinstein@tindaleoliver.com	
Paula Puetz	Tindale Oliver	ppuetz@tindaleoliver.com	

CNU Facilities Location Map

- Legend**
- ★ Facilities
 - City Boundary



Coordinate System: NAD 1983
 2011 StatePlane Florida East
 FIPS 0901 F US
 Projection: Transverse Mercator



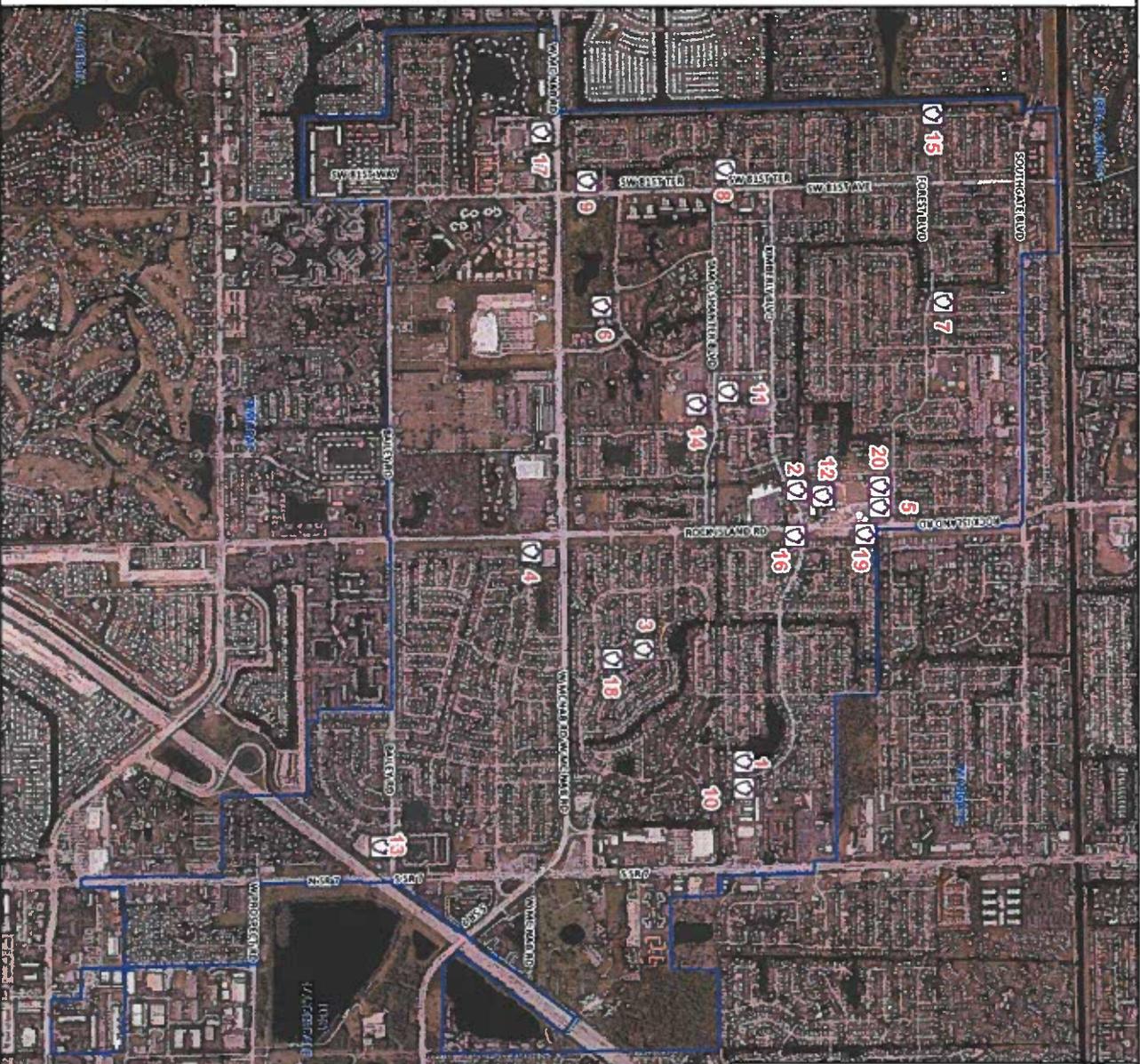
ID	FACILITIES	ADDRESS
1	Bicentennial Park	6100 Kimberly Blvd
2	City Hall	701 SW 71 st Ave
3	Teen Center	701 SW 71 st Ave
4	Aquatic Center	701 SW 71 st Ave
5	Fire Station #34	6151 Bailey Rd
6	Fire Station #44	7700 Hampton Blvd
7	Champions Hall Community Center	6601 Blvd of Champions
8	Community Affairs Center (CAC)	7765 SW 10 th St
9	Somerset Prep Academy	7101 Kimberly Blvd
10	Public Works/Parks Storage	SR7 & Turnpike
11	Parks Field Office	881 SW 71st Ave
12	Pompano Park	4100 Bailey Road
13	Hampton Pines Park	7800 Hampton Blvd

CNL Parks & Rec Location Map

- Legend**
-  Parks & Rec
 -  City Boundary



Coordinate System: NAD 1983
 2011 StatePlane Florida East
 FIPS 0901 Ft US
 Projection: Transverse Mercator



ID	FACILITIES	ADDRESS
1	Bicentennial Park	6100 Kimberly Blvd
2	Boys & Girls Club	73 rd Ave & Kimberly Blvd
3	Braeburn Park	1300 Wtatchan
4	BroadView Community Park	1701 SW 70th
5	Carl Fusco Park	Kimberly Blvd & Rock Island Road
6	Hampton Pines Park	7800 Hampton Blvd
7	Highland Park	Corner of 5 th Street & 77 th Terrace
8	Jaycee Park	SW 11 th Street & 81 st Terrace
9	Landings Park	81 st Ave & Michabo Rd
10	Memorial Garden	6101 Kimberly Blvd
11	North Lauderdale Elm Park	76 th Ave & Tam O' Shanter & Field Blvd
12	Jack Brady Sports Complex	881 SW 71 st Avenue
13	Pompano Park	4001 Bailey Rd
14	Silver Lakes Park	7600 Tam O' Shanter Blvd
15	TOT Park	4 th Pl & 83 rd Ave
16	Veterans Memorial	SE corner of Rock Island Rd & Kimberly Blvd
17	Woodkile Dog Park	1500 SW 83 rd Ave
18	Champions Park	6601 Blvd of Champions
19	9/11 Memorial	701 SW 71 st Avenue
20	Aquatic Center	701 SW 71st Avenue



REQUEST FOR QUALIFICATIONS (RFQ)

Bid documents and Addenda are available on the City of North Lauderdale website at www.nlauderdale.org and DemandStar at www.demandstar.com

RFQ NUMBER:	19-03-377
RFQ TITLE:	AMERICAN WITH DISABILITIES ACT (ADA) TRANISTION PLAN
RELEASE DATES/TIME:	MONDAY, MARCH 11, 2019 @12:00 PM EST
<input checked="" type="checkbox"/> MANDATORY CITY TOUR:	WEDNESDAY, MARCH 20, 2019 @ 10:00 AM EST
QUESTIONS DUE DATE/TIME:	WEDNESDAY, MARCH 27, 2019 @ 5:00 PM EST
RESPONSES TO QUESTIONS:	WEDNESDAY, APRIL 3, 2019 @ 12:00 PM EST
RFQ DUE DATE/TIME:	TUESDAY, APRIL 23, 2019 @ 10:00 AM EST
PRESENTATIONS, IF APPLICABLE	WEDNESDAY, MAY 15, 2019 @10:00 AM EST
RECOMMENDATION FOR AWARD:	TUESDAY, MAY 28, 2019 @ 6:00 PM EST
DIRECT ALL INQUIRES TO:	Ann-Marie Fraser, MBA Accounting & Purchasing Coordinator Phone: (954) 579-4718 Email: afraser@nlauderdale.org
BID DELIVERY & BID OPENING LOCATION:	City of North Lauderdale Office of the City Clerk 701 SW 71 st Avenue, 2 nd Floor North Lauderdale, FL 32801

Submit proposals in a sealed envelope, clearly marked "RFQ #19-03-377 AMERICAN WITH DISABILITIES ACT (ADA) TRANISTION PLAN." Provide one (1) original, six (6) copies and an electronic file (flash drive ONLY) of the proposal. The original proposal should be marked and must bear an original ink signature by an authorized representative.

The City of North Lauderdale reserves the right to reject any or all bids, to waive any informalities or irregularities in any bid received, to re-advertise for bids, or to take any other such actions that may be deemed to be in the best interest of the City. The City anticipates entering into a written contract with the bidder who submits the bid judged by the City to be the most beneficial, responsible, and most responsive Bidder.

Late bids will not be considered. **The City Clerk time stamp shall be conclusive as to the timeliness of filing.** Facsimile submissions will not be accepted. The City of North Lauderdale is not liable for any costs incurred by a bidder in responding to this Invitation to Bid.

It is the intent and purpose of the City of North Lauderdale to promote competitive bidding. **All communication regarding this RFQ shall be submitted in writing to the contact listed above.**