



CITY OF MIAMI SPRINGS

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Zuzell Murguido
Procurement Specialist II

LEGAL NOTICE

REQUEST FOR QUALIFICATIONS (RFQ) #01-19/20

ARCHITECTURAL, ENGINEERING, PLANNING, DESIGN AND STAFF SUPPORT SERVICES

Pursuant to the Procurement Ordinance of the City of Miami Springs (the “City”), the City hereby gives notice of its intent to solicit sealed qualifications from interested parties in response to this Request for Qualifications # **01-19/20 CITYWIDE ARCHITECTURAL, ENGINEERING, PLANNING, DESIGN AND STAFF SUPPORT SERVICES** (the “RFQ”) to provide the services described herein. Statements of qualifications will be received until **2:30 P.M.(EST) on Wednesday, April 1st, 2020**, by the City Clerk of the

City of Miami Springs at Miami Springs City Hall, 201 Westward Drive, 2nd Floor, Miami Springs, Florida 33166. Submittals shall be clearly marked “RFQ 01-19/20 - CITYWIDE ARCHITECTURAL, ENGINEERING, PLANNING, DESIGN AND STAFF SUPPORT SERVICES.”

Qualification responses will then be transferred to the Council Chambers, at the time, date, and place noted above, and publicly opened. Any responses received after the time and date specified will not be considered and will be returned to the Respondent unopened.

A Mandatory Pre-Bid Conference will be held on **Wednesday, March 18th, 2020 at 9:30 A.M.(EST)** at Miami Springs City Hall, 201 Westward Drive, Council Chambers, 2nd Floor, Miami Springs, Florida 33166, where technical questions will be answered. **The deadline to request any additional information/clarification will be Friday, March 20th, 2020 at 5:00P.M.(EST). Clarifications will be answered by the issuance of an Amendments.**

This Request for Qualification (RFQ) is available on the City’s website at <https://www.miamisprings-fl.gov/procurement/procurement> or upon written request to Zuzell Murguido, Procurement Specialist II, at murguidoZ@miamisprings-fl.gov. All requests must be accompanied by name, address, and telephone number. All inquiries must reference the name and number of this RFQ. No phone calls will be accepted.

Respondents are to deliver one (1) original hardcopy and one (1) electronic copies of the Response, as indicated in this RFQ. The electronic copy shall be in the form of a scanned PDF copy of the original and all materials submitted in the response provided in a compact disc (CD) or jump/flash drive. **No proposal will be accepted without this requirement.**

The City reserves the right at any time to modify, waive, or otherwise vary the terms and conditions of this RFQ, including, but not limited to, the deadlines for submission, the submission requirements and the Scope of Work. The City further reserves the right to reject any or all submittals, and to cancel or withdraw this RFQ at any time. The Respondent who is otherwise competent and submits the response most highly qualified shall be awarded the RFQ, subject to the conditions, limitations and restrictions set forth herein and final negotiations of a mutually acceptable agreement with the City.