



## NOTICE TO CONSULTANTS

NOTICE IS HEREBY GIVEN that the City of Weston, Florida, the Indian Trace Development District (ITDD) and Bonaventure Development District (BDD) (collectively the "CITY") will be accepting sealed proposals for:

### CONTINUING PROFESSIONAL SERVICES:

#### GENERAL CIVIL ENGINEERING

#### GENERAL ARCHITECTURAL

RFQ No. 2019-04

Pursuant to Section 287.055, Florida Statutes, the CITY requests proposals from qualified and experienced firms to provide Continuing Professional Services: General Civil Engineering and General Architectural for miscellaneous projects, not exceeding limits pursuant to Section 287.055 Florida Statutes, under a continuing services contract.

Consultants shall provide professional services for the establishment of a continuing services contract for miscellaneous CITY projects. The following categories below are covered by this Request for Qualifications for Continuing Services. Responses to this Request for Qualifications shall indicate each category for which the respondent wishes to be considered:

1. General Civil Engineering - Services relating to the CITY's water, wastewater, roadway, stormwater infrastructure and parks. Specialties include but are not limited to landscape architecture, irrigation, geotechnical, and non-building site electrical engineering for parks, streetlights and other civil engineering projects.
2. General Architectural - Services relating to architectural services for studies, planning, design, and construction phase tasks relating to CITY's facilities, existing and proposed. Specialties include but are limited to architectural, mechanical, electrical and plumbing (MEP) engineering, building technology, lighting and acoustic engineering, and Americans with Disabilities Act (ADA) compliance.

### QUALIFICATIONS

Consultants shall be professionally licensed to practice engineering or architectural services (as applicable) in the State of Florida and have a resident office in Miami-Dade, Broward, or Palm Beach County, Florida. Consultants shall have been in continuous practice for a minimum of the immediate past ten (10) years, shall have performed work for local governments in Southeast Florida and shall have completed engineering and architectural services (as applicable) for a government agency with infrastructure similar in scope, size and complexity as those owned and managed by the City of Weston.

## PROPOSAL SUBMITTAL DEADLINE

Submittals shall be received by the Procurement Manager until **11:00 a.m., local time on June 20, 2019** (the "Proposal Submittal Deadline") at City of Weston, City Hall, located at 17200 Royal Palm Boulevard, Weston, Florida. The official clock at the City Hall reception desk shall govern. Submittals received after this time shall be returned unopened. The sealed submittals will be publicly opened at the City of Weston, City Hall after the Proposal Submittal Deadline. Award of a proposal will be made at a City Commission meeting.

## AVAILABILITY OF RFQ DOCUMENTS

Interested parties may purchase a copy of RFQ No. 2019-04 for Continuing Professional Services: General Civil Engineering and General Architectural at the Weston City Hall, 17200 Royal Palm Boulevard, Weston, Florida 33326, 8:00 a.m. – 5:30 p.m., Monday through Thursday and 8:00 a.m. – 3:00 p.m. on Friday, upon payment of a \$25.00 non-refundable fee for each RFQ document. Payment shall be made by check, Visa, Master Card or American Express. No cash payments will be accepted. Proposal documents are available for electronic download from Demand Star at <http://www.demandstar.com> and from BidSync at <http://www.bidsync.com>. This RFQ may also be examined at Weston City Hall, at the referenced address. (8:00 a.m.-5:30 p.m. Monday through Thursday and 8:00 a.m. – 3:00 p.m. on Friday.)

## QUESTIONS

Any questions concerning this Notice to Consultants shall be submitted in writing to the Procurement Manager, Martha Perez-Garviso at [mperezgarviso@westonfl.org](mailto:mperezgarviso@westonfl.org), with "RFQ No. 2019-04 for Continuing Professional Services: General Civil Engineering / General Architectural" in the subject line or via fax at: 954-385-2010 by 4:00 p.m., local time at least five business days prior to the pre-proposal conference.

## CONE OF SILENCE

A cone of silence is imposed upon publication of this Notice to Consultants. The cone of silence prohibits communications with the following individuals pertaining to this RFQ:

Daniel J. Stermer, Mayor;  
Margaret Brown, Commissioner;  
Thomas M. Kallman, Commissioner;  
Bryon L. Jaffe, Commissioner; and  
Mary Molina-Macfie, Commissioner

Patricia Bates, City Clerk, Selection Committee Member;  
Thaddeus Bielecki, Director of Landscaping, Selection Committee Member;  
Ryan Fernandes, Director of Technology Services; Selection Committee Member;  
Bryan Cahen, Director of Budget; Alternate Selection Committee Member;  
Cindy Tao, Accounting Manager, Financial Reviewer; and

Any member of the Protest Committee, if and when established.

The details of the City's Cone of Silence are set forth in Section 32.10 of the City Code.

The Selection Committee shall convene at a publicly noticed meeting and review submissions, rank and evaluate the proposals and provide a recommendation to the City Manager.

RIGHTS RESERVED

The City Commission reserves the right to reject any and all proposals, to waive any informality in a proposal and to make awards in the best interests of the City.

Martha Perez-Garviso  
Procurement Manager  
City of Weston

Published on: May 23, 2019