



CITY OF HOLLYWOOD, FLORIDA

PROCUREMENT SERVICES DIVISION

Solicitation Request Form (Over \$25,000)

(Use for informal bids and formal Bids, RFPs, RLIs, RFQs)

CITY OF HOLLYWOOD
PROCUREMENT SERVICES
DIVISION
2019 AUG 29 AM 9:58

Date 8/28/2019

Department/Office Development Services

Division/Area Parking

Contract Administrator Hal King

Title Parking Administrator

Phone 954-921-3535

Email hking@hollywoodfl.org

1. Product/Service being requested (be specific.) Request for Qualifications to provide engineering design and construction administration for rehabilitation of three parking garages

2. Detailed description of the products/services function and purpose. Provision of Statements of Qualifications from qualified firms to be part of a short list of firms selected to respond to a Request for Proposals (RFP) for the purpose of selecting a firm able and qualified to provide complete structural review and engineering design, develop a budget for presentation to the City Commission, prepare bid documents and provide construction administration services to the City for structural evaluation/rehabilitation of three City parking gar.

Are there alternative products/services capable of performing the required function? No

3. Has this product/service previously been formally solicited by the City of Hollywood?

Yes No Unsure

If yes, please provide previous solicitation number. ____

4. Has this product/service previously been formally solicited by another government agency?

Yes No Unsure

If yes, please provide details and copy if available. _____

Procurement Service Division use only

Requisition # R _____
BPO _____
(As Applicable)

Purchase Order # P _____
(As Applicable)

Blanket Purchase Order # _____
(As Applicable)

(Revised 9/2015)

RFQ-4625-20-JE

5. Total estimated cost of the requested product/service? \$0,00

Has this cost been approved in your budget? Yes No

If yes, provide Account Number (s.) _____

6. Formal Solicitations must be advertised for a minimum of 10 (ten) days and typically not more than 30 (thirty) days. How long is the Department/Office requesting to advertise this solicitation? 30 Days

7. Is a pre-bid meeting required? Yes No

If yes, are you requesting it to be mandatory? Yes No

8. Project location? Van Buren Garage, 251 S. 20th Avenue, Radius Garage, 251 N. 19th Avenue, Garfield Garage, 300 Connecticut Street

9. Completion Time: Final completion of this project shall be in 180 calendar days once a Notice To Proceed (NTP) is given to the awarded vendor.

10. Are you requesting this formal solicitation require liquidated damages (liquidated damages are not penalties, they should represent the amount of monies the City will incur/lose if the project is not completed in require time?)

Yes No

11. Please list any special licenses or certification require to bid. _____

12. Are there any outside entities assisting with this solicitation (i.e. Architect, Consultant, etc?)
 Yes No

If yes, please provide the information:

Entity _____ Contact Person _____

Phone _____ Email _____

13. Are there attachments associated with this request? Yes No

14. Would this purchase(s) result in the potential of future purchases for related products/services being restricted to a particular vendor or create a specific vendor as sole source provider for related items?

Yes No

If yes, please describe the related products/services and estimated cost(s.)

15. Would this purchase(s) result in any future maintenance costs which are not included in the initial purchase?

Yes No

If yes, please attach a draft maintenance plan which includes cost estimates and funding source(s.)

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16. Is this a grant related purchase? Yes No

If yes, please provide details (timeline, expiration dates, milestones, special procurement requirements, etc.) _____

Will this require matching funds? Yes No

What is the grant source? _____

What is the grant (dollar) amount? _____

17. Does this solicitation for product/service work in conjunction with any other Department/Office or will it impact any other Department/Office? Yes No

If yes, please provide details on Department/Office and how. _____

Signature(s) below of other Department/Office Director(s) indicates they have reviewed and agree to this Request Form.

Signature

Department/Office

Signature

Department/Office

18. Please provide the names of suggested evaluations committee member:
(NOTE: Committee members shall not be direct reports.)

19. Please provide any specific vendor(s) to be included in the notification of these solicitations.
Walker Parking Consultants, 4904 Eisenhower Boulevard, Suite 150 Tampa, FL 33634; PH 813-888-5800; john.bushman@walkerparking.com

Desman Associates, 2881 East Oakland Park Boulevard, Suite 209, Fort Lauderdale, FL 33306; PH 954.315.1797; cluz@desman.com

Tim Haahs and Associates, 40 NW 3rd St #1102, Miami, FL 33128; PH (305) 592-7123; info@timhaahs.com

Rich and ASsociates, 18854 N. Dale Mabry Hwy., Lutz, FL 33548; PH 813 949 9860

Kimley-Horn & Associates Inc., 600 N Pine Island Rd #450, Plantation, FL 33324; PH (954) 739-2233; services@kimley-horn.com

Carl Walker, Inc., 5136 Lovers Lane, Suite 200, Kalamazoo, MI 49002; PH 269-381-2222; gcudney@carlwalker.com

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International Parking Design, Inc., 16830 Ventura Boulevard, Suite 130, Encino, CA 91436, PH: 818 986 1494
info@ipd-global.com

Engineered Restorations, Inc., 225 Buford Drive, Lawrenceville, GA 30046, 770.682.0650,

O&S Associates, Inc., 222 Commercial Blvd, Suite 208, Lauderdale-by-the-Sea, FL 33308, PH: 305.676.9888
jborden@oandsassociates.com

PGAL Inc. 791 Park of Commerce Boulevard, Suite 400, Boca Raton, Florida 33487, PH: 561 988 4002

THP Limited Inc., 100 E. Eighth Street, Ste. 300, Cincinnati, OH 45202-2129, PH: 513.241.3222

Walter P. Moore, 201 East Kennedy Boulevard, Suite 300, Tampa, FL 33602, PH: 813.221.2424

Watry Design, Inc., 2099 Gateway Place, Suite 550, San Jose, CA 95110, PH: 408.392.7900

WGI, 3230 W. Commercial Blvd., Suite 300, Fort Lauderdale, FL 33309, PH: (954) 660-1660

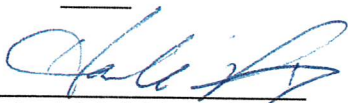
To be completed by Procurement Services Division upon award recommendation

Advanced search of the vendor recommended for award on the Federal Government's Systems for Award Management at www.sam.gov.

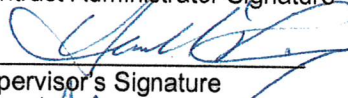
Date of Advanced Search _____

Company Name(s) Searched _____

Search Results _____


Contract Administrator Signature

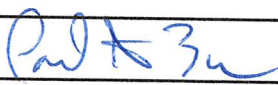
8/28/19
Date


Supervisor's Signature

8/28/19
Date


Director's Signature

8-28/19
Date

APPROVAL (Procurement Service Division Use Only)			
Verified By:		Date	
Approved By:		Date	11/14/2021

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