ARCHITECTURAL DESIGN SERVICES
MIAMI SHORES COUNTRY CLUB CLUBHOUSE RENOVATION
RFQ 2026-10-03

ADDENDUM NO. 1
November 25, 2026

Dear Potential Respondent:

This Addendum No. 1 to the above referenced Request for Qualifications ("RFQ") is issued in response to questions from prospective proposers, or other clarifications and revisions issued by the Village. The RFQ is amended in the following particulars only.

Confirmation of Non-Mandatory Pre-Proposal Meeting: The Village confirms that the non-mandatory pre-proposal meeting for RFQ No. 2026-10-03 will be held on Thursday, December 17, 2026, at 9:30 a.m. at the Miami Shores Country Club, 10000 Biscayne Boulevard, Miami Shores, FL 33138. This is the date and time stated in the Invitation to Submit Qualifications and Section 3.0, "Scope of Services." Please disregard the pre-proposal meeting date listed in the Tentative Schedule of Events.

1. QUESTION: **Has a project budget been established?**

RESPONSE: *No. Miami Shores Village has not established a budget for architectural and engineering services for the renovation of the Miami Shores Country Club clubhouse. Accordingly, there is no design services budget to share at this time.*

Pursuant to Florida's Consultants' Competitive Negotiation Act (CCNA), Section 287.055(4) and (5), Florida Statutes, the Village will evaluate and rank firms based on qualifications. Firms shall omit pricing and proposed fees from their Statements of Qualifications. The Village intends to negotiate the scope of services and compensation with the top-ranked firm and proceed with an award if the parties reach a satisfactory agreement at a fee the Village determines to be fair, competitive, and reasonable

2. QUESTION: Would Miami Shores Village consider accepting similar projects completed within the past ten years in place of the current five-year requirement?

RESPONSE: *No. The five-year requirement will remain in effect. The Village seeks recent experience on comparable projects to assess each firm's ability to address current building codes, accessibility requirements, and design and construction practices relevant to the Miami Shores Country Club clubhouse renovation.*

3. **QUESTION: Has the Village issued a Notice to Proceed (NTP) or established an estimated project completion date?**

   Response: *No. The Village has not issued a Notice to Proceed or established an estimated project completion date. The Village issued the RFQ for golf course design services concurrently with the RFQ for clubhouse design services. Once the design professionals are engaged and the construction plans are finalized, the Village will issue Invitations to Bid for construction.*

4. **QUESTION: May proposers modify the formatting of Exhibit 1 - Project Reference Form to include photographs?**

   RESPONSE: *Yes. Proposers may modify the formatting of Exhibit 1 to include photographs, provided they include all information requested on the original form.*

Any questions regarding this Addendum should be submitted in writing to the Procurement Administrator at bids@msvfl.gov.

Respondents are reminded to acknowledge receipt of this addendum as part of your Proposal submission.

Sincerely,

Donna Walsh
Procurement Administrator