

MEMORANDUM

Purchasing #24-014
July 8, 2024

To: Gregory P. Harrison, City Manager

Through: Mary Rivero, General Services Director

From: Tammy R. Thompkins, Purchasing Agent

Subject: Approve Recommendation for RFQ T-13-24 Engineering Services for the Water Treatment Plant Improvement Project

Contract Need/Background

Request for Qualification (RFQ) T-13-24 was issued to establish a contract for water treatment plant engineering services to remove polyfluoroalkyl substances (PFAS). The project includes but is not limited to, water quality analysis, treatment process evaluation, preliminary design report, design, specifications, contract documents, permitting, construction management, inspections, testing, startup, and operation assistance.

The notice list for this project was created for companies suggested by the requesting department, companies that have responded to prior solicitations, companies that have requested their names be placed on the notice list, and companies from appropriate listings in other sources.

Number of companies/firms submitting proposals.....3

Advertising

The RFQ was advertised in the Sun Sentinel, and notices were sent to bid notice agencies throughout the nation. The RFQ package was also posted on the City’s eBid System for download by interested companies/firms and notice sent to all registered bidders/proposers by email.

Market Research

Seven (7) local Pompano Beach architectural/engineering companies were invited to respond to the solicitation.

Selection/Evaluation Committee

Three (3) companies responded to the RFQ. The Selection/Evaluation Committee met on July 2, 2024 (in a public meeting) to review, evaluate, and score the proposals. Copies of the minutes of the meeting, and the voting matrix and scoring sheets, are attached.

Recommendation

The recommendation from the Selection/Evaluation Committee to the City Commission is to approve the evaluation and ranking, and authorize the City staff to negotiate primary contracts with the highest ranked responsive and responsible proposer: McCafferty Brinson Consulting.

attachments
cc: file