

## MEMORANDUM

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Purchasing #19-039  
July 3, 2019

To: Gregory P. Harrison, City Manager

Through: Otis J. Thomas, General Services Director

From: Jeff English, Purchasing Agent

Subject: Approve Ranking for RFQ E-12-19, Construction Management at Risk (CMAR) Services for Pier Street West Streetscape Improvements

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### Contract Need/Background

A Request for Qualifications (RFQ), E-12-19 was issued to select a firm to establish a contract to provide Construction Management at Risk (CMAR) Services to the CRA for Pier Street West Streetscape Improvements. Horacio Danovich, Capital Improvement and Innovation Projects Director, provided the project scope of services.

### Notice List

The Notice List was created by using companies suggested by the requesting department, companies that have responded to prior solicitation, companies that have registered in the eBid System, and companies from appropriate listings in other source books.

Number of firms submitting responsive proposals - 3

### Advertising

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

### Selection/Evaluation Committee

Three (3) responses were received to the solicitation. The Selection/Evaluation Committee met on March 14, 2019 to review and evaluate the responses. This meeting was posted as a "Public Meeting." The three (3) responses were reviewed and scored, and the Committee determined that the highest ranked firm, Burkhardt Construction, Inc., a local Pompano Beach firm, would be recommended for the contract negotiation phase of the solicitation process. Copies of the minutes, voting matrix and scoring sheets, are attached.

### Market Research

The General Services Department conducted outreach to fifteen (15) local Pompano Beach Construction firms to inform them of the solicitation.

Recommendation

The recommendation from the Selection/Evaluation Committee to the CRA Board of Commissioners is to approve the ranking order, and authorize the City staff to negotiate a contract with the highest ranked firm, Burkhardt Construction, Inc. Further authorization is requested to continue with the succeeding ranked firm should an impasse occur in the negotiations with the recommended firm.

Attachments

cc: file