

MEMORANDUM

Purchasing #22-018
April 19, 2022

To: Gregory P. Harrison, City Manager

Through: Carla R. Byrd, General Services Director

From: Jeff English, Purchasing Agent

Subject: Approve ranking for RLI E-10-22 Continuing Contracts for Airpark
Engineering Services

Contract Need/Background

Pursuant to Section 287.055, Florida Statutes "Consultants' Competitive Negotiation Act", the City of Pompano Beach (City) issued Request for Letters of Interest (RLI) E-10-22 to select a pool of qualified companies to provide as-needed airpark engineering services to the City. Under the resulting contracts, project construction cost shall not exceed four million dollars (\$4,000,000.00), and project study activity shall not exceed five hundred thousand dollars (\$500,000.00). John Sfiropoulos, City Engineer, provided the project scope of services.

Notice List

The mailing list for this project was created by using companies/firms suggested by the requesting department, companies/firms that have responded to prior solicitations, companies/firms that have registered in the eBid system, and companies/firms from appropriate listings in other sources.

Number of companies submitting proposals: 2

Advertising

The RLI was advertised in the Sun Sentinel, and notices were sent to bid notice agencies throughout the nation. The RLI package was also posted on the City's webpage for download by interested companies/firms.

Selection/Evaluation Committee

Two (2) responsive and responsible proposals were received to the solicitation. The Selection/Evaluation Committee (Committee) met on April 11, 2022 (in a public meeting) to review and evaluate the responses. All responses were reviewed, and the Committee ranked the companies. The minutes of the meeting, the voting matrix, and scoring sheets are attached.

Recommendation

The recommendation from the Committee to the City Commission is to approve the ranking order, and authorize the City staff to negotiate contracts with the two (2) responsive and responsible companies: HDR Engineering, Inc., and Kimley-Horn and Associates, Inc.

attachments
cc: file