

MEMORANDUM

Purchasing #19-049
August 13, 2019

To: Gregory P. Harrison, City Manager

Through: Otis J. Thomas, General Services Director

From: Jill Klaskin Press, Purchasing Supervisor

Subject: Background for RFP P-19-19, (CRA) Hunters Manor Residential Subdivision

Contract Need/Background

A Request for Proposal (RFP), P-19-19 was issued to obtain development proposals from experienced residential developers, to develop and construct a residential subdivision on the CRA owned properties known as Hunters Manor in the Northwest CRA District of the City of Pompano Beach. Nguyen Tran, 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 - 2

Advertising

The RFP was advertised in the Sun Sentinel, and notices were sent to bid notice agencies throughout the nation. The RFP 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

Two (2) responses were received to the solicitation. The Selection/Evaluation Committee met on August 8, 2019 to review and evaluate the responses. This meeting was posted as a "Public Meeting." The two (2) responses were reviewed and scored, and the Committee determined that the highest ranked firm, D.R. Horton, DBA As Is Cash Buyers, LLC 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 notified twelve (12) local Pompano Beach 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 CRA staff to negotiate a contract with the highest ranked firm, D.R. Horton, DBA As Is Cash Buyers, LLC.

Attachments

cc: file