

MEMORANDUM

Purchasing #17-063
February 15, 2017

To: Greg Harrison, City Manager

Through: Otis J. Thomas, General Services Director

From: Jeffrey English, Purchasing Agent

Subject: Award RLI E-12-17 Construction Engineering and Inspection Services for the Pompano Beach Fishing Pier

Contract Need/Background

RLI E-12-17 was issued to establish a contract to provide Construction Engineering and Inspection (CEI) services to the City for the Pompano Beach Fishing Pier. The CEI services are required for contract administration, inspection, and materials sampling and testing for the replacement of the existing 18,000 Sq. Ft. pier. The proposed new pier will be approximately 1,000 feet long and about 30 feet wide (approximately 30,000 Sq. Ft.).

Notice List

The notice list for this project was created by using 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 received proposals3

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 web page for download by interested firms.

Selection/Evaluation Committee

Three (3) responses were received to the solicitation. The Selection/Evaluation Committee met on February 13 (in a public meeting) to evaluate and rank the responses. Copies of the minutes and voting matrix from the meeting are attached.

Market Research

The General Services Department performed outreach to engineering companies to inform them about this project. A total of sixteen (16) local companies were notified.

Recommendation

The recommendation from the Selection/Evaluation Committee to the City Commission is to approve the ranking order, and authorize the City staff to negotiate a contract with the highest-ranked firm, Wantman Group Inc. Additional authorization is requested to continue negotiations with the succeeding ranked firm to complete a contract in case of an impasse in negotiations with the recommended firm.

attachments

cc: file