

MEMORANDUM

Purchasing #19-013
December 19, 2018

To: Gregory P. Harrison, City Manager
Through: Otis J. Thomas, General Services Director
From: Jeff English, Purchasing Agent
Subject: Award RFQ E-16-18 Design and Consulting Services for Five Bridges within City Limits

Contract Need/Background

Request for Qualifications (RFQ) #E-16-18 was issued to select multiple firms to provide professional consulting services to the City for the planning and design of five bridges within City limits. Horacio Danovich, Capital Improvement and Innovation Director, provided the project scope of services.

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 firms submitting proposals.....6

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 firms and notice sent to all registered bidders by email.

Selection/Evaluation Committee

Six (6) responses were received to the solicitation. The Selection/Evaluation Committee met on December 19 (in a public meeting) to review and evaluate the responses. All responses were reviewed, and the Committee ranked the firms. Copies of the minutes of the meeting, and the voting matrix and scoring sheets, are attached.

Market Research

Seven (7) local Pompano Beach Engineering firms were invited to respond to the solicitation.

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 contracts with the two-highest-ranked firms: T.Y. Lin International, and Kimley-Horn and Associates, Inc.

attachments
cc: file