

MEMORANDUM

Purchasing #19-054
August 21, 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-16-19 Step-1, Master Development of City-Owned Property

Contract Need/Background

A Request for Qualifications (RFQ), E-16-19 was issued to establish a contract to provide Design, Build, Finance, Operate and Maintenance (DBFOM) Services for Public-Private Partnership (P3) Development. The RFQ was issued as Step-1 of a two-step solicitation process to create a short-list of firms considered most qualified to participate in Step 2. Suzette Sibble, Assistant City Manager, 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 proposals - 6
Number of firms submitting responsive proposals - 5

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

Six (6) responsive proposals were received for the solicitation. The Selection-Evaluation Committee met on July 23, 2019 to review and evaluate the responses. This meeting was posted as a "Public Meeting." The Committee determined the proposal submitted by Dome Realty, Inc. was non-responsive because it lacked a number of required documents. The committee therefore did not review and score that proposal. The remaining five (5) responses were reviewed and scored, and the Committee determined that the three (3) highest ranked firms would be recommended for the short-list as pre-qualified bidders for step two of the solicitation process. Copies of the minutes, voting matrix and scoring sheets, are attached.

Market Research

The General Services Department conducted outreach to eight (8) local Pompano Beach firms to inform them of the solicitation.

Recommendation

The recommendation from the Selection/Evaluation Committee to the City Commission is to approve the ranking order of the short-listed three firms to participate in step two of the solicitation process: E2L Real Estate Solutions, LLC, OHL Infrastructure, Inc., and Kaufman Lynn Construction.

Attachments

cc: file