

## MEMORANDUM

July 11, 2019

TO: Mark Berman, City Attorney  
CC: Tracy Lyons, Assistant City Attorney  
FROM: Horacio Danovich, CIP and Innovation District Director



Please prepare an Ordinance to enter into a Construction Management at Risk (CMAR) contract with Shiff Construction and Development, Inc. (SCD). The Ordinance is necessary to retain SCD for a period of 3 years to provide CMAR services for the Youth Sports Complex Park project.

On June 26, 2019 and in response to RFQ P-26-19, the firm was ranked no. 2 and the City Commission authorized staff to negotiate a contract. The firm is expected to provide Pre-Construction services at a set fee and assist the City with preparation of a Guaranteed Maximum Price (GMP) proposal for subsequent City Commission approval. Each, the Pre-Construction Services and the GMP are expected to be approved as companion agenda items as Work Authorizations 1 and 2, respectively. Construction services for this project are expected to be completed by 09/30/2021. I plan to submit a separate request for a Resolution (or Ordinance) to approve Work Authorization No. 1.

Attached for your review and approval is the CMAR contract prepared by the City's Contract Manager. The document contains the complete contract, general conditions (GC) and the proposer's response to RFQ P-26-19.

I am seeking to add this Ordinance to the earliest available City Commission Meeting agenda.