



TO: Honorable Mayor & Members of the
Fort Lauderdale City Commission

FROM: Lee R. Feldman, ICMA-CM, City Manager

DATE: August 19, 2014

TITLE: Motion to approve continuing contract agreements for architectural consulting services – Request for Qualifications (RFQ) 936-11270 – Consultant Competitive Negotiations Act (CCNA)

Recommendation

It is recommended that the City Commission approve continuing contract agreements for architectural consulting services with ACAI Associates, Inc.; Saltz Michelson Architects, Inc.; Walters Zackria Associates, PLLC; and Synalovski Romanik Saye, LLC as well as authorize the City Manager to execute said agreements on behalf of the City.

Background

The Procurement Services Division solicited qualifications from experienced architectural firms capable of performing architectural consulting services for various City projects. The services to be accomplished under these contracts will include, but are not limited to, architectural design for community investment projects, parks and recreation facilities, parking garages, maintenance buildings, marine facilities, fire stations and community centers.

- January 2014 - RFQ #936-11270 was released and fourteen responses were received. An evaluation committee was established including Talal Abi-Karam, Assistant Public Works Director-Engineering; Irina Tokar, Senior Project Manager; Samantha Timko, Senior Management Fellow; Todd Hiteshew, Environmental Services Manager; and Scott Sundermeier, Facilities Manager.
- February 2014 - the evaluation committee met to review the submittals and shortlisted seven firms for further evaluation. The firms selected were: 1) Walters Zackria Associates, PLLC 2) Synalovski Romanik Saye, LLC 3) Saltz Michelson Architects, Inc. 4) ACAI Associates, Inc. 5) Harvard Jolly, Inc., 6) CPH Corporation and 7) Glavovic Studio.

- April 2014 - the evaluation committee met to listen to oral presentations from the seven firms. After presentations were completed, the committee ranked each firm.
- May 2014 - the evaluation committee reconvened and recommended negotiating continuing contracts for architectural consulting services to the four top ranked firms listed below:

		Walters, Zackria Associates, PLLC	Synalovski Romanik Saye, LLC	Saltz Michelson Architects, Inc.	ACAI Associates, Inc.
Evaluation Criteria	Weighted Factor	Rank	Rank	Rank	Rank
Qualification of Firm: To include years of experience, licenses, Insurance, current and previous M/WBE participation efforts, other pertinent information.	25%	1	2	3	4
Qualification of Project Team: To include personnel used for the projects, project manager, Sub-consultants, joint ventures and M/WBE participation efforts.	25%	1	2	3	4
Approach to Scope of Work	25%	1	2	3	4
Previous or Similar Projects and References	25%	1	2	3	4
Overall Ranking		1	2	3	4

Based on the anticipated volume of work, staff believes enough consulting work will be generated for the four top ranked firms. The selected firms will enter into a continuing contract for architectural consulting services assigned by various individual task orders. Individual contracts will be for two years, and the City reserves the right to extend contracts for two consecutive one-year terms.

Resource Impact

There is no fiscal impact to the City associated with this action. Funding for these services will be from individual projects when services are contracted through individual task orders subject to the availability of funding.

Strategic Connections:

This item is a *Press Play Fort Lauderdale Strategic Plan* initiative, included within the Infrastructure Cylinder of Excellence, specifically advancing:

- Goal 2: Be a sustainable and resilient community
- Objective 2: Proactively maintain our water, wastewater, road, facilities and bridge infrastructure

This item advances the *Fast Forward Fort Lauderdale 2035 Vision Plan: We Are Connected*

Attachments:

Exhibit 1 – Bid Tabulation 936-11270

Exhibit 2 - Walters Zackria & Associates, PLLC Proposal

Exhibit 3 - Synalovski Romanik Saye, LLC Proposal

Exhibit 4 – Saltz Michelson Architect, Inc. Proposal

Exhibit 5 – ACAI Associates, Inc. Proposal

Exhibit 6 - Walters Zackria & Associates, PLLC Agreement

Exhibit 7 - Synalovski Romanik Saye, LLC Agreement

Exhibit 8 – Saltz Michelson Architects, Inc. Agreement

Exhibit 9 – ACAI Associates, Inc. Agreement

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