



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 ranking and authorization to commence contract negotiations for Architectural and Construction Administration for Fire Station No. 13 – Request for Qualifications (RFQ) 946-11424 – Consultants Competitive Negotiations Act (CCNA)

Recommendation

It is recommended that the City Commission approve the final ranking as set forth below and authorize the commencement of contract negotiations for Architectural and Construction Administration for Fire Station No. 13 with the top ranked proposer ACAI Associates, Inc. (ACAI) and based on the City staff's recommendation, the City Commission certify ACAI as qualified pursuant to law and the City's regulations, and find that ACAI is fully qualified to render the required service.

Background

The City of Fort Lauderdale solicited consulting firms for the planning, design, and construction administration of the new Fire Station No. 13. Work to be accomplished under this contract will include, but is not limited to, architectural turnkey design and review services. ACAI will be responsible for working in cooperation with officials of the City, or their designees to supervise and administer the design and construction of this project. The architectural design services may include the preparation of preliminary plans and elevations, renderings, and general features.

ACAI will study the specific requirements associated with the fire station's design standards for Fort Lauderdale. ACAI will advise the City on the most effective way to implement the overall project in terms of architectural motifs for structures within the limits imposed by structural, time, and budget requirements. ACAI, along with their sub-consultants, will coordinate the preparation of construction documents, including engineering calculations and drawings. Plans for details such as mechanical, plumbing, ventilation, fire suppression, and lighting features will be included. ACAI will also assist the City with regard to public information and public meetings.

ACAI will be required to provide overall coordination and management of the project. ACAI will develop work plans, schedules and budgets; and coordinate project design, procurement, contract negotiation and contract administration. ACAI will be responsible for visiting the jobsite regularly to monitor construction progress, provide value engineering when required, monitor and approve payment requisitions from the contractor and consultants. ACAI will monitor project funding, prepare financial projections as required, and provide progress reports and status information on the assigned project to City officials. ACAI will attend and address meetings with City officials, neighbors, and neighborhood groups concerning the project, maintain conventional and electronic files (database) of all documentation and correspondence relating to the project in an orderly system which will be submitted to the City upon completion of the project.

The timeline for the solicitation process included the following:

- May 2014 – RFQ 946-11424 was opened with 12 proposals received from the firms of MC Harry Associates Inc., Lunz Prebor Fowler Architects, CPZ Architects, Inc., PGAL, Cartaya and Associates Architects, ACAI Associates, Inc., Glavovic Studio, Kosinski Architecture, Inc., Walters Zackria Associates, Inc., Alleguez Architecture, Inc., Bentley Architects & Engineers, Inc., and Synalovski Romanik Saye, LLC.
- June 2014 – The evaluation committee, consisting of Tamira Coffman – Assistant Public Works Director-Utilities, Christopher Bennett – Senior Project Manager, Pedram Zohrevand – Assistant City Engineer, Jeffery Benjamin – Construction Manager, and Jason Boutilier – Performance Analyst, met with Ronald Archey, Procurement Specialist II, to evaluate and rank the proposers based on the evaluation criteria in the RFQ. As a result of the evaluation, the committee selected three firms to be short-listed for oral presentations. The three firms selected in alphabetical order were:

ACAI Associates, Inc.
PGAL
Synalovski Romanik Saye, LLC

- July 2014 – The short-listed firms were invited to make an oral presentation to the evaluation committee. After the presentations were completed, the committee ranked the proposals based on the evaluation criteria in the RFQ. During the review and comparison of proposals, the local business preference was considered and incorporated in the bid tabulation.

		ACAI Associates Inc.	PGAL	Synalovski Romanik Saye, LLC
EVALUATION CRITERIA		RANK	RANK	RANK
Qualifications of firm including years of experience, licenses, Insurance, current and previous M/WBE participation efforts, other pertinent information	25%	1	2	3
Qualification of Project Team including personnel assigned to work on various projects, project managers, sub-consultants, joint ventures and M/WBE participation efforts	25%	1	2	3
Approach to Scope of Work	25%	1	2	3
Previous Similar Projects; References	25%	1	2	3
Overall Ranking		1	2	3

Staff is requesting approval to commence contract negotiations with the top ranked firm, ACAI.

Resource Impact

There is no fiscal impact to the City. 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 2018* initiative, included within the Infrastructure Cylinder of Excellence, specifically advancing:

- Goal 9: Be the safest urban coastal City in South Florida through preventative and responsive police and fire protection.
- Objective 2: Provide quick and exceptional fire, medical, and emergency response

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

Attachments

Exhibit 1 – Oral presentation tabulation 946-11424

Exhibit 2 – ACAI Associate, Inc. - proposal

Exhibit 3 – PGAL - proposal

Exhibit 4 – Synalovski Romanik Saye, LLC - proposal

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Department Director: Hardeep Anand, P.E., Public Works