



TOWN OF PALM BEACH MEMORANDUM

DATE: August 2, 2018

TO: H. Paul Brazil – Director of Public Works

FROM: Dean Mealy, CPPO Purchasing Manager 

SUBJECT: Final Ranking – RFQ No. 2018-43 – Professional Engineering Services
– Town Docks Replacement

The Town received proposals from seven (7) respondents. On June 15, 2018, the Selection Committee met to consider the submittals. All members of the committee listed below were present except for Mike Horn (non-voting):

Selection Committee Members -

Jay Boodheshwar – Deputy Town Manager
Beth Zickar – Director of Recreation
Jane Le Clainche – Director of Finance
Jason Debrincat, P.E. – Senior Project Engineer
Carlos Vidueira – Rybovich and Huizenga Holdings
Eric Brown, P.E. – Assistant Director of Public Works

Advisors and Facilitators (Non-Voting) -

Paul Brazil, P.E. – Director of Public Works
Bobbie Lindsay – Town Council, Public Works Committee Chair
Mike Horn – Dock Master
Dean Mealy – Purchasing Manager
Duke Basha – Assistant Purchasing Manager

The Committee agreed by consensus that the decision to recommend an award for the Professional Engineering Services (RFQ No. 2018-43) should be made concurrently with the award of the Marine and Coastal Environmental Consultant Services (RFQ No. 2018-42) as they both impact the Town Docks Replacement. The Selection Committee meeting was rescheduled.

On July 6, 2018, the Committee agreed by consensus to shortlist four (4) firms. All members of the Committee were present. On July 9, 2018, the Selection Committee heard presentations and interviews with the shortlisted companies. All members of the Committee were present. After thorough consideration of the four (4) companies, the Selection Committee arrived at a ranking as follows:

1. Turrell, Hall & Associates, Inc.
2. W.F. Baird & Associates Ltd.
3. Sea Diversified, Inc.
4. Moffatt & Nichol. Inc.

At the conclusion of the Selection Committee Oral Interviews and Presentations for RFQ No. 2018-42 (Marine and Coastal Environmental Consultant Services) the Committee decided, by consensus, to initiate a continuation of interviews with the top two ranked firms for both projects, to arrive at an informed decision.

The Committee heard the continuation of presentations and interviews on August 2, 2018. All members of the Selection Committee were present. It is the recommendation of the Selection Committee to award a contract to negotiate with:

W.F. Baird & Associates Ltd.,

for the Professional Engineering Services – Town Docks Replacement project. The decision was made by a four to two vote in favor of W.F. Baird & Associates Ltd. The scoring mechanism for the continuation of oral interviews was completed by ordinal scoring.

Cc: File: RFQ No. 2018-43
John Randolph, Town Attorney
Selection Committee Members