

1. SOLICITATION PACKAGE DOCUMENTS & EVALUATION FACTORS

1.1. SOLICITATION PACKAGE DOCUMENTS

1.1.4. INTENT LETTER

Please upload you company intent letter executed by person that has the authority to sign the contract on behalf of your company. Please include a statement of your understanding of the scope, and its requirements.

Evaluation method: Yes / No
Worst: No
Best: Yes

	Hedrick Brothers Construction	R L Burns Inc.
Solicitations Palm Beach (100%)	Yes	Yes
Score	0%	0%

1.2. SUPPLIER RESPONSE & ACKNOWLEDGEMENTS

1.2.1. PRIMARY CONTACT

Please provide information regarding who may be contacted regarding this proposal using the table below.

Evaluation method: Yes / No
Worst: No
Best: Yes

	Hedrick Brothers Construction	R L Burns Inc.
Solicitations Palm Beach (100%)	Yes	Yes
Score	0%	0%

1.2.3. SUB CONTRACTORS

Please list or upload the subcontractors that you will use on this contract. Please include the Subcontractor name, address and the amount of years you have used each subcontractor. Bidders using their own forces for the work will need to enter '**My company will not use any sub-contractors**' in No.1 under Sub-Contractor Name.

Evaluation method: Yes / No
Worst: No
Best: Yes

If subcontractors are listed below, the Bidder acknowledges that they have fully

investigated each subcontractor listed and has in their files evidence each subcontractor has engaged successfully in his line of work for a reasonable period of time, of performing the work required. The Town reserves final approval of any subcontractors listed. Following award of contract the Town reserves the right for approval of future subcontractors and refusal of existing or future subcontractors providing work under this contract.

Please use fillable PDF form attached to list your subcontractors.

	Hedrick Brothers Construction	R L Burns Inc.
Solicitations Palm Beach (100%)	Yes	Yes
Score	0%	0%

1.2.4. PROJECT REFERENCES

Provide at least five (5) business references, from which all should be related to this scope of work, preferably of public or government type agencies within last three (3) years. You may use the provided fillable PDF form or upload your own document which must contain at a minimum the information requested on the Town provided form.

A referenced person(s) must be someone who has personal knowledge of the Proposer's performance. The referenced person must have been informed that they are being used as a reference and that the Town may check references.

Evaluation method: Yes / No
Worst: No
Best: Yes

	Hedrick Brothers Construction	R L Burns Inc.
Solicitations Palm Beach (100%)	Yes	Yes
Score	0%	0%

1.2.5. BIDDERS' QUALIFICATION

Please respond to this question by submitting fillable PDF form attached.

Please upload your W-9 and Business Tax Receipt. In case that you do not have a Business Tax Receipt please upload a statement of explanation.

Evaluation method: Yes / No
Worst: No
Best: Yes

	Hedrick Brothers Construction	R L Burns Inc.
Solicitations Palm Beach (100%)	Yes	Yes
Score	0%	0%

1.2.8. DRUG - FREE WORKPLACE CERTIFICATION

Please submit a drug free form by using attached fillable PDF form.

Evaluation method: Yes / No
Worst: No
Best: Yes

	Hedrick Brothers Construction	R L Burns Inc.
Solicitations Palm Beach (100%)	Yes	Yes
Score	0%	0%

1.2.10. TRUTH IN NEGOTIATIONS

Please submit a truth in negotiations form by using attached fillable PDF form.

Evaluation method: Yes / No
Worst: No
Best: Yes

	Hedrick Brothers Construction	R L Burns Inc.
Solicitations Palm Beach (100%)	Yes	Yes
Score	0%	0%

1.2.13. E-VERIFY

Proposer warrants and represents that it is in compliance with section 448.095, Florida Statutes, as may be amended, and that it: (1) is registered with the E-Verify System (E-Verify.gov), and beginning January 1, 2021, uses the E-Verify System to electronically verify the employment eligibility of all newly hired workers; and (2) has verified that all its proposer workers, subcontractors performing the duties and obligations of this CONTRACT are registered with the E-Verify System, and beginning January 1, 2021, uses the E-Verify System to electronically verify the employment eligibility of all newly hired workers.

Please select "Yes" to confirm acceptance of this term and sign the attached form and resubmit.

Evaluation method: Yes / No
Worst: No
Best: Yes

	Hedrick Brothers Construction	R L Burns Inc.
Solicitations Palm Beach (100%)	Yes	Yes
Score	0%	0%

1.2.14. MINIMUM QUALIFICATIONS

Proposer shall provide adequate information with its proposal to demonstrate that it satisfies the following minimum as set forth below. The Town will consider what types of experience the Proposer has when making a determination of award. All decisions of the Town are final.

Evaluation method: Yes / No
Worst: No
Best: Yes

Proposer, with its proposal, must demonstrate successful performance and relevant experience and qualifications with respect to projects comparable in type, size, complexity, and scheduling as provided for in these solicitations documents. The Proposer shall have a minimum of five (5) years experience with municipal CMAR contracts, with at least one Fire Station. Please provide following:

- Name of Project
- Name of Owner and Project Locations
- Description of Project
- List elements of the project:
- Contact name, telephone number, fax number, email address
- Project duration including start and end dates
- Initial Contract dollar amount and Final Contract dollar amount.
- Description of any change orders (time, money, etc.)
- List of subcontractors that you have utilized

Note: Please upload one (1) minimum qualification form per project completed.

Documents:
Note: Please upload documentation for above requirements.

	Hedrick Brothers Construction	R L Burns Inc.
Solicitations Palm Beach (100%)	Yes	Yes
Score	0%	0%

1.3. EVALUATION FACTORS

1.3.1. EXPERIENCE OF FIRM

Please provide following information by uploading a document(s):
Provide details of Proposer's years of experience in the field of Construction Management. Include services performed for building construction and/or Fire-Rescue Stations, if applicable. Include other municipal projects that demonstrate experience.
List any sub-consultant firms proposed to accomplish any portions of the work. Include licenses, certifications, contact information and the services the sub-consultant will provide to the Town of Palm Beach. Provide a detailed narrative of each sub-consultant's experience relative to the services they will provide.
Identify key personnel who are designated to work on the Town of Palm Beach project.
Provide a resume for each individual with emphasis on their experience with similar work.

Evaluation method: Value
Worst: 0
Best: 5
Unit: Points

Include copies of licenses and certifications relevant to the project.
Describe any significant or unique awards received or accomplishments in previous, similar projects received by Proposer's Team or individuals within the Team.
Experience in construction and coordination of municipal CMAR contracts in Florida.

Note: weight of this criteria is 25 points

	Hedrick Brothers Construction	R L Burns Inc.
Eric Brown (20%)	5	3.5
Paul Colby (20%)	4.5	3.5
Jason Debrincat (20%)	5	3
Darrel Donatto (20%)	5	3.5
Jane LeClainche (20%)	5	3.5
Score	24.5%	17%

Comments.

Hedrick Brothers Construction

Eric Brown	Local firm with 42 years experience and extensive work on Town projects and facilities, including renovations and high-profile projects. Also accomplished fire stations for WPB and other FL locations. Very familiar with local building authorities' expectations. Historic and landmark structures are part of their expertise.
Paul Colby	Great Exp. with the Town and CMAR Fire station experience
Darrel Donatto	Exceptional history of documented experience with the Town, with Fire-Rescue Stations, and with historic properties.
Jane LeClainche	Has experience with historic reconstruction and has completed multiple of projects in town.

Summarizing comment

R L Burns Inc.

Eric Brown	Company in business since 1994, and they mention one historic renovation project (museum). Firm is based in Orlando area, so not local to south FL area.
Paul Colby	Minimum qualifications provided were all General Contracting no CMAR contracts
Darrel Donatto	While the company's principals have high qualifications and experience, this section's submission did not detail the company's experience with historic and landmarked projects. Also there was not a clear indication of experience as a CMAR.
Jane LeClainche	Not much detail about their capabilities.

Summarizing comment

1.3.2. APPROACH AND EXPERIENCE/ABILITY OF PERSONNEL

Evaluation method: Value
Worst: 0
Best: 5
Unit: Points

Please attach detailed requirements, but not limited to:
Describe Proposer's approach to delivering the Construction Management at Risk Services and any strategies Proposer proposes to implement.
Describe capacity of Proposer's proposed staff to perform the services. Staffing resources, number of staff assigned to each area of discipline, etc.
Submit an organizational diagram clearly identifying key personnel and other staffing resources, such as sub-consultants, that are designated to provide the services; indicate their functional relationship to one another.
Provide a narrative clearly defining responsibilities, contractual relationships and roles of all individuals in the organizational diagram
Approach to project and understanding of the Town's needs

Note: weight of this criteria is 30 points

	Hedrick Brothers Construction	R L Burns Inc.
Eric Brown (20%)	5	3
Paul Colby (20%)	4	3
Jason Debrincat (20%)	5	2
Darrel Donatto (20%)	5	3
Jane LeClainche (20%)	5	3
Score	28.8%	16.8%

Comments.

Hedrick Brothers Construction

Eric Brown	Excellent approach outlined with preliminary budget and schedule information; site utilization plan noted for "good neighbor" approach. Excellent safety rating and history. Pre-qualifying of subcontractors and cost estimating and cost control are part of their comprehensive approach. Very detailed explanation of their GMP process and management of bids and budget. Use of VDC/BIM is mentioned as tool to improve design/construction process.
Paul Colby	-Nice proposal -Good approach -Est. budget provided -Est. schedule provided
Darrel Donatto	The proposer's approach to delivering the Construction Management at Risk Services is based upon significant experience within the Town with Landmark projects and with other fire station projects. They have demonstrated experience that shows they have the staff and resources to deliver on time and on budget. Their approach to the project and understanding of the Town's needs is sound and backed by experience.
Jane LeClainche	Very detailed approach with budget and timeline. Discussed proactive approach to the process and use of virtual design.

Summarizing comment

R L Burns Inc.

Eric Brown	Approach was rather generic and only about two pages long. Use of ProCore software is good, but no particulars provided for how they intend to accomplish the work or key processes or how to address challenges of renovation for historic landmark structure.
Paul Colby	-Nice proposal -Primary Contact is a Business Development Manager – salesperson -Not local -Pasco County Fire Station was detailed as "General Contracting" on minimum qualifications form but included as CMAR on similar completed projects
Darrel Donatto	The proposal does not identify any experience with fire stations or historic landmarked projects.
Jane LeClainche	Have experience, but approach is not as detailed as other, does not contain any specifics.

Summarizing comment

1.3.3. SIMILAR COMPLETED PROJECTS

Provide a list of CMAR projects, Fire-Rescue Stations, and other capital improvement renovation projects that Proposer has provided services for and list may include projects submitted under Tab 3, Minimum Qualifications. Include the following information for each project:

1. Project Name
2. Project Start and End Dates
3. Brief Description of Project's Scope of Work
4. Project Beginning and Ending Contract Amount
5. Client Business Name
6. Client Contact Name
7. Client Contact Phone Number

Evaluation method: Value

Worst: 0

Best: 5

Unit: points

8. Client Contact Email Address

NOTE: Representative photographs and exhibits supporting the above projects are permitted as an attachment to this section. This will be counted in the 50-page limit.

Note: weight of this criteria is 25 points

	Hedrick Brothers Construction	R L Burns Inc.
Eric Brown (20%)	5	3
Paul Colby (20%)	4	3
Jason Debrincat (20%)	5	2
Darrel Donatto (20%)	5	3
Jane LeClainche (20%)	5	3
Score	24%	14%

Comments.

Hedrick Brothers Construction

Eric Brown	Previous projects includes not only TOPB projects at most of our facilities but also fire-rescue and gov't projects for other south FL municipalities. Renovation experience as well as new state of the art construction.
Paul Colby	Great exp.
Darrel Donatto	There is a clearly demonstrated track record with other similar projects including historic and landmarked structures and fire stations.
Jane LeClainche	Has completed fire stations and remodeled historic buildings such as Town hall.

Summarizing comment

R L Burns Inc.

Eric Brown	Similar project noted are almost exclusively in the Orlando area and a few in Tampa. Most are school projects or other municipal types of work, but only one fire station noted, and only one renovation project noted (library).
Paul Colby	"Experience of firm" section does not clearly identify personnel that has worked on a Fire station or other similar projects. -No clear approach – caned material -Pasco County Fire Station was detailed as "General Contracting" on minimum qualifications form but included as CMAR on similar completed projects
Darrel Donatto	There is not a clear indication that this firm has extensive experience with projects that are similar (fire stations and historic landmarked structures).
Jane LeClainche	The list did not seem like it had related projects. They showed pictures of a fire station and a museum.

Summarizing comment

1.3.4. Workload and Scheduling

Over-all workload of the company
 Project scheduling ability/timely completion of work
 Schedule to accommodate this project
 Applicability of the services offered
 Meeting the Town's operational and administrative requirements

Evaluation method: Value
 Worst: 0
 Best: 5
 Unit:

Note: weight of this criteria is 10 points

	Hedrick Brothers Construction	R L Burns Inc.
Eric Brown (20%)	4	3.5
Paul Colby (20%)	4	3.5
Jason Debrincat (20%)	5	3
Darrel Donatto (20%)	5	3.5
Jane LeClainche (20%)	4.5	3.5
Score	9%	6.8%

Comments.

Hedrick Brothers Construction

Eric Brown	Capacity appears adequate for assigning personnel to this project, based on workload summary provided.
Darrel Donatto	The information provided indicates that the proposer has the staff and capacity to handle this projects workload, and the experience with project scheduling to complete the project in a timely manner.
Jane LeClainche	Schedule appears to have time after the first of the year for the project. Many projects will be complete in 4th quarter of 2021.

Summarizing comment

R L Burns Inc.

Eric Brown	Description of overall workload appeared to show capacity to do the job. Look-ahead schedules and scheduling software noted which are pretty standard. Reference to TOPB "Landmark Department" shows they are not very familiar with local review processes.
Darrel Donatto	They have documented project management experience and technology and indicate they can accommodate the project into their scheduling.
Jane LeClainche	Described their scheduling process and listed their current workload. They should have time.

Summarizing comment

1.3.5. Financial Information

- Financial resources and capabilities information: An indication of the resources and the necessary working capital available and how it will relate to the firm's financial stability through the completion of the project should be included in the response
- Evidence of insurance and bonding capability
- Present and future litigation or dispute and resolutions

Evaluation method: Value

Worst: 0

Best: 5

Unit:

Note: The Town may request a Dun & Bradstreet report from all short listed finalists. Town also may request from short listed firms Financial Statement certified or reviewed by a CPA for last two year period.

Note: weight of this criteria is 5 points

	Hedrick Brothers Construction	R L Burns Inc.
Eric Brown (20%)	5	3.5
Paul Colby (20%)	5	3.5
Jason Debrincat (20%)	5	3.5
Darrel Donatto (20%)	5	3.5
Jane LeClainche (20%)	5	3.5

Score	Hedrick Brothers Construction	R L Burns Inc.
Comments.		
Hedrick Brothers Construction		
	Eric Brown	coping same score as Jane LeClainche, Finance Director - DB
	Paul Colby	coping same score as Jane LeClainche, Finance Director
	Jason Debrincat	coping same score as Jane LeClainche, Finance Director- DB
	Darrel Donatto	The company has a track record of delivering on much larger projects than this. This project is less than 5% of their total annual revenue. The clearly have the financial resources and financial wherewithall to complete this project.
	Jane LeClainche	High bonding capacity, provided sufficient information on financials and D&B.
R L Burns Inc.		
	Eric Brown	coping same score as Jane LeClainche, Finance Director- DB
	Paul Colby	coping same score as Jane LeClainche, Finance Director- DB
	Jason Debrincat	coping same score as Jane LeClainche, Finance Director- DB
	Darrel Donatto	coping same score as Jane LeClainche, Finance Director - DB
	Jane LeClainche	Provided a statement of financial ability, and a letter about sufficient bonding capacity. Not as detailed as Hedrick.

Summarizing comment

Summarizing comment

1.3.6. VOLUME OF WORK

Points will be awarded based upon the percentage of past awards made by the Town. At the closing of the Request for Qualifications the total of all purchase orders issued (for the past three-year period) will be determined for each proposer. The highest proposer total will become the basis for evaluation point distribution.

The point distribution will be as follows:

Proposers whose past awards have totaled less than 5% of the basis will receive 5 points.
Proposers whose past awards have totaled over 5%, but less than 25% will receive 4 points.
Proposers whose past awards have totaled over 25%, but less than 50% will receive 3 points.
Proposers whose past awards have totaled over 50%, but less than 85% will receive 2 points.
Proposers whose past awards have totaled over 85% will receive 1 point.

Note: weight of this criteria is 5 points

Evaluation method: Value

Worst: 0

Best: 5

Unit: points

	Hedrick Brothers Construction	R L Burns Inc.
Eric Brown (20%)	1	5
Paul Colby (20%)	1	5
Jason Debrincat (20%)	1	5
Darrel Donatto (20%)	1	5
Jane LeClainche (20%)	1	5
Score	1%	5%

Comments.

Hedrick Brothers Construction

Summarizing comment

R L Burns Inc.

Summarizing comment

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