

TOWN OF PALM BEACH

Information for Town Council Meeting on December 14, 2021

TO: Mayor and Town Council

VIA: Kirk W. Blouin, Town Manager

VIA: Jane Le Clainche, CPA, Director of Finance

FROM: Dean Mealy, II CPPO Town Purchasing Manager

RE: Approving Award of RFQ No. 2022-01 CMAR Services - Town-wide Overhead Undergrounding Program - All Remaining Phases (Phases 6, 7 and 8, for both North and South) and Awarding a Purchase Order for Preconstruction Services to Burkhardt Construction Inc. for Phase 6, North and South in an Amount of \$48,540.00
Resolution No. 156-2021

DATE: November 24, 2021

STAFF RECOMMENDATION

Town staff recommends that Town Council approve Resolution No. 156-2021, approving the Selection Committee recommendation of Burkhardt Construction Inc. (BCI) for services as per requirements of RFQ No. 2022-01 CMAR Services - Town-wide Overhead Undergrounding Program consisting of all remaining phases (Phase 6, 7 and 8, North and South) and awarding a purchase order for preconstruction services to Burkhardt Construction Inc. for Phase 6, North and South in an Amount of \$48,540.00.

SUMMARY EXPLANATION/BACKGROUND

Town Purchasing issued the final RFQ for the remaining three (3) phases of the Town-wide Overhead Undergrounding Program.

The award of the RFQ and the approval of a purchase order for pre-construction services which include review and input project cost and schedule, constructability review, development of subcontractors list, bidding sheets, actual bidding process, and the development of a GMP.

The plans and specifications are being developed by Kimley-Horn and Associates, and construction is anticipated to begin in June 2022. Staff plans to bring the negotiated Guaranteed Maximum Price (GMP) with Burkhardt Construction Inc. to Town Council for approval at the May 2022 Town Council meeting.

METHOD OF PROCUREMENT

The Public Works Department developed a scope of services which was reviewed by Purchasing. The Request for Qualifications (RFQ) was issued on October 5, 2021 and closed on October 26, 2021.

The solicitation was broadcasted nationwide to 844 firms through DemandStar and to 650 firms through Public Purchase. Only two (2) firms responded. Hypower Inc. was declared non-responsive due to lack of CMAR experience, leaving Burkhardt Construction Inc. as the only valid proposal.

For Construction Management at Risk RFQ's price is not an evaluation factor due to the Contract Competitive Negotiations Act. The proposal is based solely on qualifications of the firms submitting. The initial Selection Committee meeting was held on November 4th. The Selection Committee consisted of the following members:

Voting

Patricia Strayer, P.E.

Paul Colby

Martin Deloach

The Selection Committee reviewed the BCI proposal and was scored at 81.67% of quality core. After open discussion Selection Committee unanimously decided to recommend award to BCI.

Town Purchasing approached to BCI and requested a proposal for preconstruction services for Phase 6, North and South. BCI quoted at \$24,270 for each portion of Phase 6, for a total of \$48,540.

The Town Purchasing Policy and Procedures Manual, Administrative No. 1-21-1 permits for securing a proposal from a firm qualified to the solicitation with the goal of streamlining the process.

FISCAL IMPACT/FUNDING SOURCE

The funding for this program is from the Town-wide Undergrounding Program.

USER DEPARTMENT CONCURRENCE

Public Works is in full concurrence with this recommendation.

DUE DILIGENCE

Due Diligence was conducted to determine vendor responsibility, including corporate status and that there are no performance and compliance issues.

TOWN ATTORNEY REVIEW

This format has been utilized by the Town in previous recommendations and was approved by the Town Attorney.

cc: Paul Brazil, P.E., Public Works Director
Patricia Strayer, P.E., Town Engineer