

TOWN OF PALM BEACH

Information for Town Council Meeting on: July 12, 2022

TO: Mayor and Town Council

VIA: Kirk W. Blouin, Town Manager

VIA: Jane Le Clainche, CPA Finance Director

FROM: Dean Mealy II, NIGP-CPP, CPPO Procurement and Contract Manager

RE: Approve the Award of RFQ No. 2022-17, Architectural Services to Bridges, Marsh & Associates, Inc., CPZ Architects Inc., and PGAL Inc. for a Five-Year Contract Contingent Upon Satisfactory Performance - **Resolution No. 084-2022**

DATE: June 26, 2022

STAFF RECOMMENDATION

Town staff recommends that Town Council Approve the Award of RFQ No. 2022-17, Architectural Services to Bridges, Marsh & Associates, Inc., CPZ Architects Inc., and PGAL Inc. for a Five-Year Contract Contingent Upon Satisfactory Performance.

GENERAL INFORMATION

The existing contract for Architectural Services has no additional options for renewal. The Public Works Department indicated a continued use for these services.

Anticipated work includes providing Architectural Services for the recently awarded Engineering Study of the Town Facilities in addition to other projects as they may arise. Entering into a contract with a consultant does not obligate the Town to issue any purchase orders with the successful consultant.

PROCUREMENT AND CONTRACT BACKUP

Town Procurement and Contracts advertised this project nationally through DemandStar to 1,143 firms. The solicitation was also advertised through the Town website and the Palm Beach Post. The solicitation was advertised for thirty days. Five firms responded to the RFP.

The Selection Committee consisted of the following voting and non-voting members:

<u>Voting</u>	<u>Non-Voting</u>
Wayne Bergman	Paul Brazil, P.E.
Jason Debrincat, PE	Patricia Strayer, P.E.
Eric Brown, P.E.	Dean Mealy and Ryan Canterbury (facilitators)

The Town received proposals from:

- Bridges, Marsh & Associates, Inc.
- CPZ Architects, Inc.
- PGAL, Inc.
- REG Architects Inc.
- Song and Associates Inc.

The Selection Committee conducted oral interviews for this solicitation. After the presentations, the Selection Committee recommended that the following three firms be awarded:

- Bridges, Marsh & Associates, Inc.
- CPZ Architects, Inc.
- PGAL, Inc.

FUNDING/FISCAL IMPACT

Funding for this award will be from each respective awarded project budget.

USER DEPARTMENT CONCURRENCE

This item has been reviewed by the Public Works Department and is approved as recommended.

TOWN ATTORNEY REVIEW

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