



City of Hallandale Beach GISND Board of Directors Agenda Cover Memo

Meeting Date:		Item Type:		1 st Reading	2 nd Reading
3/6/2024 File No.: 24-071		<input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Other	Ordinance Reading	N/A	N/A
			Public Hearing	<input type="checkbox"/>	<input type="checkbox"/>
			Advertising Required	<input type="checkbox"/>	<input type="checkbox"/>
			Quasi-Judicial:	<input type="checkbox"/>	<input type="checkbox"/>
Fiscal Impact (\$):		Account Balance (\$):	Funding Source:	Project Number :	
To Award & Negotiate Only		\$0	Golden Isles Safe Neighborhood District – fund balance	N/A	
Contract/P.O. Required		RFP/RFQ/Bid Number:	Sponsor Name:	Department:	
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		RFP # FY 2023-2024-02 CCNA Design of GISND Vision Plan	Jeff Odoms, Director	Public Works	
Strategic Plan Focus Areas:					
<input type="checkbox"/> Finance & Budget		<input type="checkbox"/> Organizational Capacity		<input checked="" type="checkbox"/> Infrastructure/Projects	
Implementation Timeline:					
Estimated Start Date: 4/1/2024 Estimated End Date: 3/31/2027					

SHORT TITLE:

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE GOLDEN ISLES SAFE NEIGHBORHOOD DISTRICT (GISND) OF THE CITY OF HALLANDALE BEACH, FLORIDA, AUTHORIZING AWARD OF RFP # FY 2023-2024-02 – CONSULTANTS’ COMPETITIVE NEGOTIATION ACT (CCNA) FOR PROFESSIONAL SERVICES FOR PHASE 1 OF THE DESIGN OF GISND VISION PLAN TO THE HIGHEST RANKED VENDOR, STANTEC CONSULTING SERVICES, INC. AND AUTHORIZE THE CITY MANAGER TO NEGOTIATE AN AGREEMENT; AND PROVIDING AN EFFECTIVE DATE.

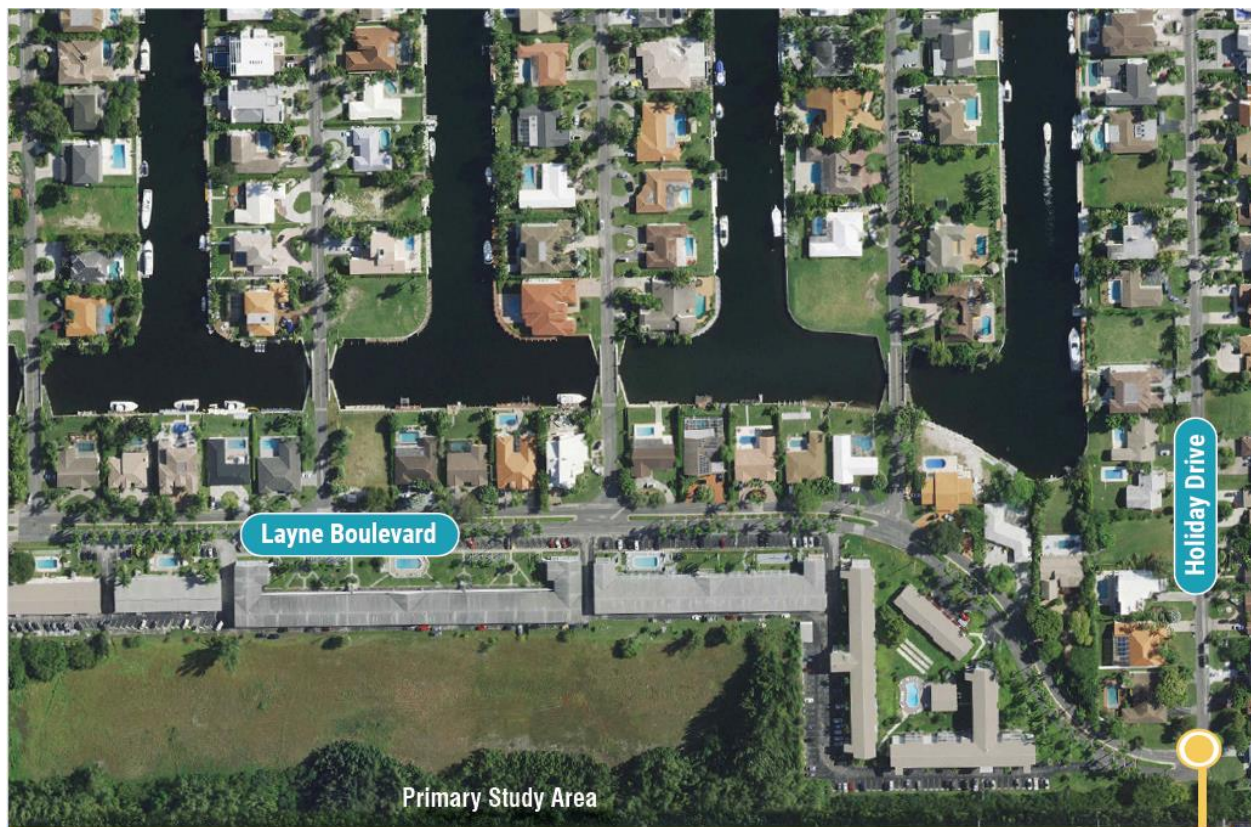
STAFF SUMMARY:

Summary:

This agenda memorandum seeks City Commission to approval to award RFP # FY 2023-2024-02 – Consultants' Competitive Negotiation Act (CCNA) Design of Golden Isles Safe Neighborhood District (GISND) Vision Plan, to the highest ranked firm, Stantec Consulting Services, Inc., and request authorization for the City Manager to negotiate an agreement for Phase 1, Surveying, including pre-design, schematics/conceptual and Opinion of Probable Cost. Should negotiations with the highest ranked firm be unsuccessful, authorize the City Manager to negotiate with the second highest ranked firm, Marlin Engineering, Inc.

Background:

On August 23, 2023, the GISND Board of Directors approved the Vision Plan for the Golden Isles Safe Neighborhood developed by Stantec Consulting Services, Inc. (Exhibit 4). The Vision Plan proposed three (3) concepts, of which, the GISND Board selected Concept No.3. The design concept offers a complete street design, including but not limited to streets re-alignment, swells, sidewalk, curb and gutter, drainage system evaluation and modification as needed, landscaping, site furniture, street lighting improvements and undergrounding, and guardhouse and bridges upgrade.



Current Situation:

On November 2, 2023, the City of Hallandale Beach released RFP # FY 2023-2024-02, for the design of the Golden Isles Safe Neighborhood District (GISND) Vision Plan, and on January 11,

2024, the evaluation committee reviewed and rated the proposals from the two (2) companies that submitted proposals for such. Stantec Consulting Services, Inc. was the highest ranked firm with 290.5 points, and Marlin Engineering, Inc. the second highest ranked firm with 271.0 points.

As per the RFP, the purpose of the project is to prepare the architectural designs of the roadways, bridges and guardhouse located in the Golden Isles Safe Neighborhood District (GISND) in accordance with the approved GISND Vision Plan.

The intention of this project is to complete the work in two (2) phases as noted below.

- **Phase 1:** Surveying, including pre-design, schematics/conceptual and Opinion of Probable Cost.
- **Phase 2:**
 - ✓ Design Development to final Construction Documents for bidding and permitting purposes, with updated cost estimates for each deliverable stage of design (30%, 60%, 90%, and 100%).
 - ✓ Assistance in pursuing any available and applicable grant funding (source not identified), including but not limited to grant funding research, develop competitive proposals for traditional Federal, State, and Local granting sources, attending meetings with granting agencies, compliance with grant requirements, grant reporting, and closeout.
 - ✓ This phase shall also include construction administration, including but not limited to participating in bi-weekly construction meetings thru the end of the project, responding to RFIs, reviewing of submittals, and related construction administration services.

This agenda item seeks approval for Phase 1 only, which allows the City Manager to negotiate with the highest ranked firm and come back with a negotiated dollar amount for the Golden Isles Safe Neighborhood District Board of Directors approval at a later date.

What follows is the summary the summary and results of the released RFP # FY 2023-2024-02.

RFP Statistics and timeline:

Release Date of RFP – November 2, 2023:

The release notice for the RFP was sent to over one thousand (1,000) vendors including vendors from the City's Vendor list and pertinent vendors that have a City Business Tax License to operate in the City.

The RFP was also advertised on:

- Hallandale Beach Chamber of Commerce website,
- City's website,
- DEMANDSTAR.com,
- City Social Media pages,
- Miami Minority Business Development Agency Business Center,
- U.S. Small Business Administration,

- Broward County Community Relations and Outreach Section Office of Economic and Small Business Development.

In Person Non-Mandatory Pre-Proposal Conference – November 14, 2023:

Five (5) firms attended the Pre-proposal Conference in person.

Last Day for Questions for this project – November 20, 2023 by 11:00 AM

Responses Due – December 11, 2023 by 11:00 AM

Evaluation Committee – January 11, 2024:

The Evaluation Committee, appointed by the City Manager, was composed of the following individuals:

- Robert Williams, Assistant Director of Parks and Recreation
- Kenneth Bowe, Project Manager CRA
- Fernando Paiva, Project Manager DPW

Responsive Firms (in order first highest ranked to lowest ranked)

Stantec Consulting Services, Inc.	Rank	Evaluation Points	Variances	Legal Proceedings	References
	1	290.5	None	Included	Included
	MQR 1	MQR 2	MQR 3		
	Met	Met	Met		

Marlin Engineering, Inc.	Rank	Evaluation Points	Variances	Legal Proceedings	References
	2	271.0	None	Included	Included
	MQR 1	MQR 2	MQR 3		
	Met	Met	Met		

Staff evaluated the responses and determined that Stantec Consulting Services, Inc. is the highest ranked firm.

Why Action is Necessary:

Pursuant to Chapter 23, Section 23-4, Competitive Bidding Required, all purchases of and contracts for equipment, supplies and contractual services, when the estimated cost shall exceed \$50,000 shall be based on competitive bids. Furthermore, pursuant to Chapter 23, Section 23-6, Award of Contract, the City Manager shall have the authority to recommend to the City Commission award of contracts.

Cost Benefit:

Initiating the design of this project allows effective future planning and use of fund balance for the district.

PROPOSED ACTION:

The City Commission consider the attached Resolution.

ATTACHMENT(S):

Exhibit 1 – Proposed Resolution
Exhibit 2 – Agreement – Stantec Consulting Services
Exhibit 3 – Resolution 2023-003
Exhibit 4 – Approved GISND Vision Plan
Exhibit 5 - Award Information Memorandum
Exhibit 6 – RFP Summary Rating Sheet

Prepared By: *Fernando Paiva*
Fernando Paiva, Jr., RA, LEED AP, NCARB, MSCM
Project Manager

Reviewed By: *Jeff Odoms*
Jeffrey Odoms
Public Works Director

Reviewed By: *Noemy Sandoval*
Noemy Sandoval
Assistant City Manager