

**INDIAN RIVER COUNTY
OFFICE OF MANAGEMENT AND BUDGET
PURCHASING DIVISION**

DATE: March 12, 2018

TO: BOARD OF COUNTY COMMISSIONERS

THROUGH: Jason E. Brown, County Administrator
Mike Smykowski, Director, Office of Management and Budget

FROM: Jennifer Hyde, Purchasing Manager

SUBJECT: Final Ranking of Contractors and Recommendation of Award of RFP
20018016 – Ansin Riverfront Conservation Area Boardwalks

BACKGROUND:

On behalf of the Parks Division, Requests for Proposals (RFPs) were solicited for final design and construction of a pedestrian boardwalk to cross a small tributary in the Conservation Area located northeast of the intersection of CR 510 and CR 512 in Sebastian. The County has obtained a General Permit for construction from the St. Johns Water Management District (GP #148619-2).

RFP RESULTS:

Advertising Date: December 6, 2017
 RFP Opening Date: January 9, 2018
 DemandStar Broadcast to: 483 Subscribers
 RFP Documents Requested by: 30 Firms
 Replies: 4 Firms

ANALYSIS:

A selection committee comprised of Beth Powell, Conservation Lands Manager, Wendy Swindell, Conservation Lands Technician and Steven Hitt, Senior Environmental Planner independently evaluated and scored the received proposals in accordance with the Purchasing Manual. These scores were compiled by the committee and an overall initial ranking of firms developed. The top two ranked firms were asked to provide their best and final offers (BAFO). After receipt of the BAFOs, the committee independently reviewed and ranked them, and met again to develop the final ranking of firms. The final ranking established by the committee is:

	Proposing Firm	Location
1.	Summerlin’s Marine Construction	Fort Pierce
2.	Indian River Docks, LLC	Sebastian
3.	Close Construction, LLC	Okeechobee
4.	Underwater Engineering Services, Inc. (UESI)	Fort Pierce

The committee’s rankings are shown below.

Committee Member	Close Construction	Indian River Docks	Summerlins	UESI
SH	3	1	2	4
BP	4	2	1	3
WS	3	1	2	4
Initial Rank	3	1	2	4
Final Ranking after Review of BAFOs				
SH		2	1	
BP		2	1	
WS		2	1	
Final Rank	3	2	1	4

FUNDING:

Anticipated project cost was expected to be in the range of \$25,000-\$35,000. The price proposal from Summerlin’s Marine Construction is \$29,282.40. Funding in that amount is available in the Optional Sales Tax/Parks/Construction Program/Conservation Area Improvements account 31521072-066510-17022.

RECOMMENDATION:

Staff recommends the Board approve the committee’s final ranking of firms, award the work to Summerlin’s Marine Construction and authorize the Purchasing Division to issue a Purchase Order for the work.