



CITY OF DANIA BEACH  
COMMUNITY DEVELOPMENT DEPARTMENT  
STAFF REPORT

**DATE:** May 8, 2012

**TO:** Robert Baldwin, City Manager

**VIA:** Robert Daniels, Director *Robert Daniels*

**FROM:** Corinne Lajoie, AICP, Principal Planner, LEED Green Associate

**SUBJECT:** Request for Qualifications for continuing services.

The Community Development Department occasionally has the need for professional services with expertise outside the scope of its regular, everyday functions. The intent of this Request for Qualifications (RFQ) is, through a competitive process, to select one or more firms with which to negotiate an agreement to provide professional services to the Department.

Professional services under this contract will be restricted to those required for any project for which services will not exceed \$65,000 in costs. The contract to be awarded will be for continuing services with no time limitation but with a termination clause.

The primary source of funding for these professional services will be from cost recovery funds collected as part of development applications.

In the past, the department has had a need to engage professional services for tasks such as conducting an environmental assessment of a particular property and traffic analysis for large developments. Approval of a continuing services list of professionals will allow the department flexibility to have these services done quickly, as needed.

On March 22, 2012, the City issued RFQ 12-014 seeking proposals from firms interested in providing services to the city.

On the bid opening date April 6, 2012, the City Clerk received twenty-one (21) responses. After the bid opening, the proposal documents were turned over to the members of the selection committee for detailed review and ranking.

The selection committee chosen to independently review and rank the proposal documents included:

1. Corinne Lajoie, Principal Planner
2. Ronnie Navarro, City Engineer
3. Tania Stevens, Purchasing & Contracts Coordinator

The selection committee met on three (3) occasions, April 9<sup>th</sup>, April 13<sup>th</sup>, and April 17<sup>th</sup> to discuss the individual evaluations of the proposals. The submittals were broken down into six (6) categories based on their primary discipline. The categories are Planning, Environmental

Planning, Transportation, Engineering, Landscape Architecture, and Architecture. The scores for each category are listed below.

PLANNING

The Mellgren Planning Group 180 points

ENVIRONMENTAL PLANNING

Metric Engineering 181 points  
ESciences 141

TRANSPORTATION

Hughes & Hughes Inc. 197 points  
Corzo Castella Carballo  
Thompson Salman, P.A. 178

ENGINEERING

Craven Thompson & Assoc. 214 points  
Calvin Giordano & Assoc. 196  
Chen-Moore & Assoc. 190  
G. Batista & Assoc. 158  
Environment Consulting and  
Technology Inc. 183

LANDSCAPE ARCHITECTURE

Land Design South 188 points  
IBI 180  
Savina Miller Design Studio 169  
Curtis-Rogers Design Studio 177  
EDSA 187  
Barranco Gonzales Architecture 166

ARCHITECTURE

Walters-Zackria & Assoc. 194 points  
Bermello, Ajamil & Partners 192  
Dorshkey & Yue Int'l 175  
Manuel Synalovski & Assoc. 183  
Architectural Alliance 147

Based on the scoring results of the selection committee identified above, staff recommends approval of the highest scoring firm in each discipline, which includes the following firms:

The Mellgren Planning Group  
Metric Engineering  
Hughes & Hughes Inc.  
Craven Thompson & Assoc.  
Land Design South  
Walters-Zackria & Assoc.

The selection committee recommends the City Commission to authorize staff to enter into a contract for continuing services with each firm to allow staff to utilize their services as a need and funds arise.

**CITY COMMISSION PREVIOUS ACTION**

On March 13, 2012, the City Commission approved the publication of a Request for Qualification for continuing services.

**STAFF RECOMMENDATION**

Approve the six identified firms to enter into a contract for continuing services.

**BID TABULATION FORM**

**BID OPENING DATE:** Friday, April 6, 2012

**TIME:** 10:30 A.M.

**RFQ#2012-014: "Contract for Professional Services of Architectural, Landscape Architectural, Planning and Sign Design for Various Community Development Departmental Needs"**

**PRESENT AT BID OPENING:**

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**THE FOLLOWING BIDS WERE OPENED BY:**  
Miriam Nasser, Deputy City Clerk

	COMPANY NAME	ONE ORIGINAL, 5 COPIES, ONE DIGITAL FORMAT	PROVIDED DOCUMENTS REQUESTED UNDER SECTION 2 - (1 THRU 8) OF RFQ PACKAGE
1	ESciences 34 W. Pine Street Orlando, FL 32801 Tel #407-481-9006 Fax # Contact: Sarah Giovelli	✓	✓
2	Metric Engineering Metric Plaza-Corporate Headquarters 13940 SW 136 Street Miami, FL 33186 Tel #305- Fax #305- Contact:	✓	✓
3	The Mellgren Planning Group, Inc. 6535 Nova Drive, Suite #110 Davie, FL 33317 Tel # Fax # Contact:	✓	MISSING #5 See <u>TOM</u> Technical Approval
4	Dorsky & Yue International 100 SE 3 <sup>rd</sup> Avenue, Suite #2410 Fort Lauderdale, FL 33394 Tel #954-703-7830 Fax #954-524-8604 Contact:	✓	✓  MISSING RFQ w/ Initials
5	G. Batista & Associates 10400 Griffin Road, Suite #201 Cooper City, FL 33328 Tel #954-434-2053 Fax #954- Contact:	✓	✓  MISSING RFQ <del>MISSING</del>

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6	Barranco Gonzalez Architecture 1915 SE 4 <sup>th</sup> Avenue Fort Lauderdale, FL 33316 Tel # Fax # Contact:	✓	✓
7	Chen-Moore & Associates 500 West Cypress Creek Road, Suite #630 Fort Lauderdale, FL 33309 Tel # Fax # Contact:	✓	✓
8	Curtis-Rogers Design Studio 3250 Mary Street, Suite #301 Coconut Grove, FL 33133 Tel # Fax # Contact: Zenaida Fernandez	✓	<i>missing office location</i>
9	Land Design South 400 Columbia Drive, Suite #110 West Palm Beach, FL 33309 Tel # Fax # Contact: Lynn Zolezzi	✓	✓
10	Walters-Zackria & Associates 620 SE 1 <sup>st</sup> Street Fort Lauderdale, FL 33301 Tel # Fax # Contact:	✓	✓
11	Hughes-Hughes Inc. Transportation Engineers & Planners 728 SW 4 <sup>th</sup> Place, Suite #103 Fort Lauderdale, FL 33312-2595 Tel # Fax # Contact:	✓	✓

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12	Savina Miller Design Studio 12345 NE 6 <sup>th</sup> Avenue North Miami, FL 33161 Tel # Fax # Contact:	✓	✓
13	IBI Group, Inc.	✓	✓
14	Manuel Synalovski & Associates 1800 Eller Drive, Suite #500 Fort Lauderdale, FL 33316 Tel # Fax # Contact:	✓	✓ <i>MISSING RFQ</i>
15	EDSA 1512 E. Broward Boulevard, Suite #110 Fort Lauderdale, FL 33301 Tel # Fax # Contact:	✓	✓
16	Corzo Castella Carballo Thompson Salman, P.A. 3996 NW 9 <sup>th</sup> Avenue Fort Lauderdale, FL 33309 Tel # Fax # Contact:	✓	✓
17	Calvin Giordano & Associates 1800 Eller Drive Suite #600 Fort Lauderdale, FL 33316 Tel # Fax # Contact:	✓	✓
18	Bermello, Ajamil & Partners 900 SE 3 <sup>rd</sup> Avenue, Suite #203 Fort Lauderdale, FL 33316 Tel # Fax # Contact:	✓	✓

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19	Craven Thompson & Associates, Inc. 3563 NW 53 Street Fort Lauderdale, FL 33309-6311 Tel #954-739-6400 Fax # Contact:		
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AFTER THE BID OPENING, THE BIDS WERE TURNED OVER TO THE FOLLOWING FOR FURTHER REVIEW AND TABULATION:

Corinne Lajoie, Principal City Planner, Community Development Department  
Tania Stevens, Purchasing and Contracts Coordinator, Finance Department  
Ronnie Navarro, City Engineer, Public Services Department

20 - Architectural Alliance

✓

✓

21 - Environment Consulting & Technology INC

✓

✓

Missy Prewitt  
Danna Redford